



WESTERN PLACER
WASTE MANAGEMENT AUTHORITY

PAUL JOINER, LINCOLN, CHAIR
ROBERT WEYGANDT, PLACER COUNTY
JOHN ALLARD, ROSEVILLE
JACK DURAN, PLACER COUNTY
SCOTT YUILL, ROCKLIN
KEN GREHM, EXECUTIVE DIRECTOR

MEETING OF THE BOARD OF DIRECTORS

AGENDA

July 13, 2017 6:00 PM

**Materials Recovery Facility Administration Building
3033 Fiddymont Road, Roseville, CA 95747**

Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection at the Clerk of the Board, 3033 Fiddymont Road, Roseville, CA 95747, during normal business hours and at the meeting location immediately before and during the meeting. The Western Placer Waste Management Authority is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you are hearing impaired, we have listening devices available. If you require additional disability-related modifications or accommodations, including auxiliary aids or services, please contact the Clerk of the Board at (916) 543-3960. If requested, the agenda shall be provided in appropriate alternative formats to persons with disabilities. All requests must be in writing and must be received by the Clerk five business days prior to the scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated if time permits.

1. Call Meeting to Order
2. Pledge of Allegiance (Director Allard)
3. Roll Call
4. Statement of Meeting Procedures (Clerk of the Board)
5. Agenda Approval
6. Public Comment

This is a time when persons may address the Board regarding items not on this Agenda. It is requested that comments be brief, since the Board is not permitted to take any action on items addressed under Public Comment.

7. Consent Agenda
 - a. Minutes of the Board Meeting held May 11, 2017 Pg. 3
Approve as submitted.
 - b. Agreement with SCS Engineers for Water Quality Monitoring Services Pg. 7
(Michael Boak)
Authorize the Chair to sign an Agreement with SCS Engineers for water quality monitoring services at the Western Regional Sanitary Landfill for an amount not to exceed \$203,900.
8. Announcements & Information
 - a. Reports from Directors ----
 - b. Report from the Executive Director (Ken Grehm) ----
 - c. Financial Reports (Valerie Bayne) Pg. 15
 - d. Monthly Tonnage Reports (Keith Schmidt) ----
 - e. Nortech Waste, LLC Annual Fee Adjustment (Keith Schmidt) Pg. 19
 - f. Nortech Landfill, Inc. Annual Fee Adjustment (Michael Boak) Pg. 23
 - g. Facility Master Planning Project Update (Eric Oddo) Pg. 27

RECYCLING AND DISPOSAL MADE EASY

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9. Action Items

a. Energy 2001 Negotiations Update (Eric Oddo)

Pg. 61

1. Receive an update and provide direction to staff regarding the ongoing negotiations with Energy 2001 to modify the current royalty rate structure; and
2. Authorize the Executive Director or designee, upon review and approval by WPWMA Counsel, to enter into a side letter agreement with Energy 2001 to temporarily sequester the difference in the current and previous royalty payments until a new rate structure is approved by your Board and royalty payments are reconciled.

10. Upcoming Agenda Items

Identification of any items the Board would like staff to address at a future meeting.

11. Adjournment

WESTERN PLACER WASTE MANAGEMENT AUTHORITY

Minutes of May 11, 2017

The meeting of the Western Placer Waste Management Authority Board of Directors was called to order at 6:03PM by Chairman Joiner in the WPWMA Administration Building at the Materials Recovery Facility.

Directors Present:

Paul Joiner
Robert Weygandt
John Allard
Jack Duran
Scott Yuill

Staff Present:

Ken Grehm Valerie Bayne
Bill Zimmerman Heather Wilden
Eric Oddo
Robert Sandman
Keith Schmidt

1. Call Meeting to Order: Chairman Joiner called the meeting to order at 6:03 PM.
2. Pledge of Allegiance: Director Weygandt led the Pledge of Allegiance.
3. Roll Call: All Directors were present.
4. Statement of Meeting Procedures: Heather Wilden read the Statement of Meeting Procedures into the record.
5. Agenda Approval: Item 8g and 9c were removed from this agenda.

MOTION TO APPROVE THE AGENDA AS AMENDED: Yuill/Duran

Vote: Unanimous

6. Public Comment:
7. Consent Agenda:
 - a. Agreement with 3fold Communications for Public Awareness and Outreach Services
Staff recommended authorizing the Executive Director or designee, upon review and approval by WPWMA Counsel and contingent upon approval by your Board of the FY 2017/18 Preliminary Budget, to enter into an agreement with 3fold Communications to provide professional services related to public awareness regarding the WPWMA's facilities and services for an amount not to exceed \$165,826.
 - b. Agreement with Red Shoe Productions for School Outreach Services
Staff recommended authorizing the Chair, contingent upon approval by your Board of the FY 2017/18 Preliminary Budget, to sign an agreement with Red Shoe Productions to provide professional services related to the WPWMA's public education and awareness program for an amount not to exceed \$56,000.
 - c. Temporary HHW Collection Event in Auburn
Staff recommended that, contingent upon approval by your Board of the FY 2017/18 Preliminary Budget, your Board authorize an increase in funding to Blanket Purchase Order 22917 with Stericycle Environmental Solutions, Inc. dba PSC Environmental Services LLC of \$65,000, for the purpose of

conducting a Household Hazardous Waste and electronic waste collection event in Auburn.

- d. Support of the California Product Stewardship Council
Staff recommended that, contingent up-on approval by your Board of the FY 2017/18 Preliminary Budget, your Board authorize payment of \$1,500 to the California Product Stewardship Council.
- e. Second Amendment to the Agreement with Golder for the Design, Permitting, and CQA Services for an Upgrade to the Landfill Gas Collection and Control System
Staff recommended authorizing the Executive Director or designee, upon review and approval by WPWMA Counsel, to sign the Second Amendment to Agreement 45172 with Golder Associates, Inc. to provide additional electrical engineering and related services for Project 02610 – Landfill Gas Collection and Control System Upgrade for an amount not to exceed \$91,518, increasing the total not to exceed fee of the Agreement to \$539,076.

**MOTION TO APPROVE THE CONSENT AGENDA:
Duran/Weygandt**

Vote: Unanimous

8. Announcements & Information:

- a. Reports from Directors: None.
- b. Report from the Executive Director: Bill Zimmerman provided the Board with an update on the status of Rio Bravo's application to amend their Conditional Use Permit to add a chipper. Bill noted that the item was scheduled to be heard by the Placer County Planning Commission today but had been postponed to a future date yet to be determined.
- c. Financial Reports: Valerie Bayne summarized the report. There were no questions from the Board.
- d. Monthly Tonnage Reports: Keith Schmidt summarized the report. There were no questions from the Board.
- e. Quarterly MRF Operator's Report: Stephanie Trehwitt, President of Nortech, summarized the report. There were no questions from the Board.
- f. Quarterly Landfill Operator's Report: Stephanie Trehwitt, President of Nortech, summarized the report and answered questions from the Board.
- h. Odor Update: Odor Notifications Received in March 2017: Eric Oddo summarized the report and answered questions from the Board.

The Board requested the opportunity to participate in a site tour to see the odor monitoring system.

9. Action Items:

a. Minutes of the Board Meeting held February 9, 2017

Staff recommended approving the minutes as submitted.

MOTION TO APPROVE ITEM 9a:
Duran/Weygandt

Vote: Unanimous

b. Minutes of the Board Meeting held April 13, 2017

Staff recommended approving the minutes as submitted.

MOTION TO APPROVE ITEM 9b:
Weygandt/Yuill

Vote: Unanimous

d. Fiscal Year 2017/18 Preliminary Budgets

Staff recommended approving the Fiscal Year 2017/18 Preliminary Budgets for the Operating Fund, the Closure/Postclosure Fund and the Self Insurance Fund as presented in Exhibits A and B.

Eric Oddo presented the proposed Preliminary Budgets and answered questions from the Board. Bill Zimmerman suggested conducting a budget workshop to prior to the Board's consideration of the Final Budgets later this year.

MOTION TO APPROVE ITEM 9d:
Yuill/Weygandt

Vote: Unanimous

10. Upcoming Agenda Items: None.

11. Adjournment: Meeting was adjourned at 6:40PM.

12. Respectfully Submitted,



Heather Wilden, Clerk of the Board
Western Placer Waste Management Authority

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**MEMORANDUM
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS** DATE: **JULY 13, 2017**
FROM: **KEN GREHM / MICHAEL BOAK** 
SUBJECT: **AGREEMENT WITH SCS ENGINEERS FOR WATER QUALITY MONITORING SERVICES**

RECOMMENDED ACTION:

Authorize the Chair to sign an Agreement with SCS Engineers (SCS) for water quality monitoring services at the Western Regional Sanitary Landfill (WRSL) for an amount not to exceed \$203,900.

BACKGROUND:

The WPWMA has historically contracted with a firm to provide regular water quality monitoring and reporting services as part of the facility's Waste Discharge Requirements (WDR). In order to ensure that the WPWMA continues to receive high quality service, staff solicited proposals from four firms on the list of pre-qualified water quality consulting firms.

Staff received responses from three firms: CBI Environmental, Tetra Tech, and SCS Engineers. Staff evaluated the proposals based on the qualifications and experience of the firm and its recommended laboratory. Although proposed costs were not included in the evaluation criteria, staff has included the costs in the attached ranking for your Board's information. All three firms have extensive water quality monitoring experience at several active landfills, and all of the SCS team members each have experience performing these services at the WRSL. Staff determined that SCS provided the most qualified team and negotiated the attached scope of services.

In addition to the services required by the WDR, the scope for this year includes additional water quality related services required by the WPWMA's other stormwater and composting permits such as facility observations, water sampling and analysis, and reporting. This year's scope also includes design and installation of water level pressure transducers in landfill leachate sumps, leak detection sumps, and pan lysimeters intended to improve the accuracy of measured landfill liquid levels and reduce the labor cost of manually measuring the liquid levels.

ENVIRONMENTAL CLEARANCE:

All work required under this Agreement is categorically exempt under CEQA Guidelines, Article 19, Section 15306 "Information Collection", which allows for data collection when such activities do not result in a serious or major disturbance to an environmental resource.

FISCAL IMPACT:

The cost of providing services included in the attached Scope of Services is \$203,900, which includes a \$15,000 contingency for additional services. This is an anticipated expense; funding for these services is included in Account 2555 "Professional Services" of the FY 2017/18 Preliminary Budget.

ATTACHMENT: **WATER QUALITY CONSULTING SERVICES PROPOSAL SUMMARY
SCOPE OF SERVICES**

WATER QUALITY CONSULTING SERVICES PROPOSAL SUMMARY

<u>RANKING</u>	<u>FIRM</u>	<u>PROPOSED COST</u>
1	SCS Engineers	\$188,900
2	CBI Environmental	\$214,222
3	Tetra Tech	\$263,734

Note: Proposed Costs exclude any Additional Services proposed or other contingencies.

EXHIBIT A

SCOPE OF SERVICES

Consultant shall perform water quality monitoring, sampling and analysis in accordance with Waste Discharge Requirements Order R5-2007-0047, General Permit for Storm Water Discharges Associated with Industrial Activities Order NPDES No. CAS000001 (IGP), City of Roseville Wastewater Discharge Permit No. 887795 (WDP), Composting General Order 2015-0121-WQ (CGO), and all applicable industry standards.

TASK 1 – MONITORING, MEASUREMENT, SAMPLING, ANALYSIS AND REPORTING

Consultant shall conduct field measurements and sampling and shall be responsible for transporting samples to an accredited lab for analysis. Consultant shall calibrate all field instruments used for measurement of monitoring parameters (pH, specific conductance, turbidity, and temperature) daily and prior to use. Consultant shall ensure that the collection, preservation and handling of all water samples are in accordance with the Collection Sampling and Analysis Plan per the WDR and Task 5 and/or Attachment H, Storm Water Sample Collection and Handling Instructions of the IGP. Consultant shall review lab results within fifteen (15) days following the sampling event for completeness and accuracy and compare results to the established concentration limits. Consultant shall utilize an environmental data management system that performs statistical analyses to update any necessary concentration limits. All necessary statistical analyses shall be performed in accordance with State regulations. Consultant shall upload laboratory analytical results to the State Water Resources Control Board's online reporting systems (SMARTS and GeoTracker) within the timeframes established by the permits.

TASK 1.1 – WASTE DISCHARGE REQUIREMENTS (WDR)

Groundwater

The groundwater monitoring network consists of thirty nine (39) monitoring wells. Each groundwater monitoring well is equipped with a dedicated sampling pump with the exception of wells LW-1, MW-1 and cluster wells CW-5, CW-9, CW-7, CW-19 and CW-25 (each of which includes a shallow, medium and deep well). These wells are purged and sampled using a disposable bailer and MW-1 is used for monitoring water levels only.

Consultant shall conduct the following groundwater monitoring, sampling and reporting as specified in the WDR:

- *Quarterly* sampling and analysis of corrective action monitoring wells MW-5, MW-9, MW-10, MW-11R, MW-13, MW-23R, CW-5 and CW-9
- *Quarterly* water level monitoring of MW-1 and LW-1
- *Quarterly* sampling and analysis of detection monitoring wells MW-19 and MW-20 and new wells as constructed
- *Quarterly* water level monitoring of groundwater monitoring wells
- *Quarterly* reporting of groundwater flow rate and direction in the uppermost aquifer, any zones of perched water, and any additional zones of saturation (including times of highest and lowest elevations of water levels in the wells)
- *Quarterly* preparation and *annual* submission of hydrographs of each well indicating groundwater elevation relative to the top and bottom of the screened interval and elevation of the pump intake

- *Semiannual* sampling and analysis of detection monitoring wells MW-2, MW-3, MW-6, MW-7, MW-8, MW-12, MW-14 through MW-18, MW-22, MW-24, CW-7, CW-19 and CW-25
- *Annual* sampling and analysis of background monitoring wells LW-1 and MW-4

Consultant will not be responsible for conducting 5-year Constituent of Concern monitoring under this agreement. COC monitoring for wells MW-2 through MW-12 will be conducted in the second quarter of 2020 and the second quarter of 2022 for wells MW-13 through MW-24.

Surface Water

Consultant shall use lab-provided containers to collect surface water samples from monitoring points SW-1, SW-2, and SW-3 during the first storm event that produces run-off (storm water is the only surface water at the facility). Consultant shall transport samples to the lab for analysis in accordance with the WDR. Consultant shall conduct additional surface water sampling and analysis upon request by the WPWMA for issues such as leachate seeps.

Consultant shall conduct Standard Observations for inclusion in the quarterly reports and shall include surface water analytical results in the fourth quarter report in accordance with WDR standards.

Vadose Zone

Consultant shall perform *semiannual* vadose zone sampling and analysis of suction lysimeters S10-A/B, S11-A/B, S12-A/B, S13-A/B, and S14-A/B, S-5, S-15, S-16S, S-16W during the second and fourth quarters.

Consultant shall conduct *monthly* sounding of pan lysimeters S15, LY16S, LY16W and LY5 detection and level of liquid. Consultant shall conduct *quarterly* sampling and removal of all liquid (to the extent possible) from the pan lysimeters. Consultant shall analyze the collected samples for constituents in accordance with the methods and frequency specified in the WDR.

Consultant shall report the total volume of liquid removed from the system in the appropriate quarterly report. Consultant shall summarize laboratory results graphically in semiannual monitoring reports to identify historical trends at each monitoring point. Consultant shall include an evaluation of potential impacts of the facility on the unsaturated zone and compliance with the Water Quality Protection Standard in the quarterly monitoring reports.

Leak Detection

Liquid

Consultant shall measure the depth of liquid in leak detection sumps LD-15, M-16LDS, M-16LDW, and M-5LD *monthly*. Consultant shall report the presence of liquid in previously dry locations to the WPWMA via email within 72 hours of detection. Consultant shall sample, analyze and remove all liquid (to the extent possible) in the leak detection sumps *quarterly*.

Consultant shall summarize the liquid depths and laboratory analysis results *quarterly* and display them graphically in the respective monitoring report submittals to indicate historical trends at each monitoring point. Consultant shall also report the total volume of liquid removed from the system.

Gas

Consultant shall collect and analyze samples of headspace gas in the liner leak detection system *semiannually* for methane and volatile organic compounds and include the results in the second and fourth quarter reports.

Leachate

Consultant shall sound leachate collection and removal sumps M-2, M-10 through M-15, M-16S, M-16W, and M-5 *monthly* and record the depth at which the presence of standing liquid was encountered in each sump. Consultant shall record leachate field parameters including temperature, pH, and specific conductance at the time of sounding. When sounding indicates the presence of liquid, Consultant shall record the depth to liquid and notify WPWMA staff within 24 hours of detection.

Consultant shall collect and analyze headspace samples from leak detection sumps in Modules 5, 15, 16W and 16S *semi-annually* for volatile organic compounds and methane.

Consultant shall notify the WPWMA via email within 72 hours of detection of an exceedance of any monitoring parameters. Consultant shall perform resampling and analysis of four (4) Detection Monitoring Program wells per year when exceedances are identified as required by the WDR or as directed by the WPWMA. Consultant shall sample and analyze leachate during the fourth quarter and include all analytical results in the fourth quarter report. Consultant shall conduct resampling and analysis upon detection of any new constituents.

WDR Reporting

Consultant shall prepare all monitoring reports in accordance with all WDR reporting requirements. Consultant shall include the following information in each quarterly monitoring report:

- Discussion of monitoring results and determination whether the landfill is in compliance with the Water Quality Protection Standard using procedures specified in Monitoring and Reporting Program No. R5-2007-0047 and Title 27 §20415(e)
- Tabulated summaries of analytical results
- Statistical analyses using Sanitas statistical software or equivalent as necessary
- Evaluation of quality assurance/quality control data
- Backup information (field sheets, chain of custody, certified analytical reports, well hydrographs, etc.)
- Groundwater contour map, flow direction and velocity
- Information provided by WPWMA staff (standard observations, waste disposal data, liquid discharge data and refuse placement area)

The fourth quarter monitoring report will also serve as the Annual Monitoring Summary Report and Consultant shall include historical graphs of all monitoring parameters at each monitoring point, tabular and digital data (in Microsoft Excel format) obtained during the year, and a discussion of compliance and corrective actions.

Consultant shall submit draft quarterly reports via email for WPWMA review and comment by the end of the first week of the month in which the report is due. Consultant shall address all WPWMA comments in a final quarterly report submitted to the WPWMA via email and bound copy no later than two (2) business days of receipt of WPWMA comments on the draft report.

Consultant shall upload the final reports to the State Water Resources Control Board's GeoTracker program, including cover letter and all data or material required to initiate, update, and complete the uploading process no later than the due date specified in the WDR.

Task 1.2 – STORMWATER INDUSTRIAL GENERAL PERMIT (IGP)

Consultant shall conduct sampling of storm water discharges at drainage locations SW-1, SW-2 and SW-3 during four (4) Qualifying Storm Events (QSEs): two (2) QSEs within the first half of the reporting year (July 1 to December 31, 2016) and two (2) QSEs within the second half of the reporting year (January 1 to June 30, 2017). Consultant shall collect grab samples from each drainage area when discharge occurs and conduct QSE visual observations concurrently with sampling at each discharge location. Consultant shall complete and submit to the WPWMA sampling event visual observation forms within one (1) week of the QSE.

Consultant shall have the samples analyzed by a California State Certified Laboratory within the required holding times identified in the IGP. Consultant shall submit storm water analytical results via SMARTS within 30 days of obtaining all results for each sampling event as outlined in the IGP. Consultant shall review laboratory results to determine the WPWMA's compliance level with the IGP and shall prepare and submit a memo to the WPWMA outlining necessary actions for maintaining compliance (e.g. if the MRF or WRSF facilities are elevated from Baseline to Level 1 Status). If fewer than four (4) QSE's occur in the Reporting Year, Consultant shall document such in the Annual Report.

Consultant shall conduct Monthly Visual Observations as outlined in section XI of the IGP and shall conduct one Annual Comprehensive Facility Compliance Evaluation for the Reporting Year consistent with the requirements of the IGP no later than May 30. Consultant shall provide recommendations to the WPWMA for any appropriate SWPPP revisions at that time. Consultant shall prepare a draft and final annual report for the Reporting Year consistent with IGP requirements. Consultant shall submit the draft annual report to the WPWMA by June 15, and a final annual report within five (5) business days of the receipt of comments from the WPWMA. Consultant shall also upload the final report to SMARTS by July 10.

TASK 1.3 – WASTEWATER DISCHARGE PERMIT (WDP)

Consultant shall use a composite sampling unit to collect an *annual* flow-proportional, 24-hour composite sample from the onsite sewer lift station's wet well or storage tank. The WPWMA will provide a flow meter with pulse output for the Consultant's connection. If a functioning flow meter is not available at the time of sampling, the WPWMA will provide the Consultant with an anticipated hourly flow rate and the Consultant shall program the flow sampler to collect non-uniformly timed samples to make an approximate flow-paced sample. Consultant shall analyze the sewer effluent for the constituents listed in the WDP and include sampling results and analysis as a separate section or subsection of the annual WDR report.

TASK 1.4 – NON-ROUTINE MEASUREMENT, SAMPLING AND ANALYSIS

Consultant shall notify the WPWMA within seventy two (72) hours of receiving laboratory analysis identifying a result that may require resampling as indicated in the WDR and shall conduct re-sampling upon direction from the WPWMA. Consultant shall conduct resampling and analysis of a minimum of four (4) DMP wells as necessary. Consultant shall not conduct any additional required resampling without written WPWMA approval and shall not exceed the Consultant's direct cost plus the administrative markup identified in Exhibit B-1.

TASK 2 – COMPOST GENERAL ORDER (CGO)

Consultant shall perform routine monitoring, facility inspections and reporting in accordance with the CGO.

Consultant shall inspect all precipitation, diversion, and drainage facilities for damage within seven (7) days after a significant storm event as defined in the CGO. Consultant shall conduct inspections of the composting operating surfaces and wastewater management system *quarterly*. Consultant shall perform an *annual* survey of the containment structures prior to August 31st of the operating year.

Consultant shall perform *quarterly* monitoring, sampling and analysis of the wastewater within the compost water detention ponds for the parameters listed in table B-1 of the CGO. A pan lysimeter is scheduled to be installed beneath the south compost pond in summer of 2018; Consultant shall monitor the pan lysimeter for liquid *monthly* during the wet season.

Consultant shall prepare the Annual Monitoring and Maintenance Report and provide a draft copy of the report to the Authority by March 15th each year. Consultant shall provide one bound copy and one electronic copy of the final report after incorporating Authority comments and shall upload the final report to GeoTracker by April 1st each year.

TASK 3 – WATER LEVEL PRESSURE TRANSDUCERS

Consultant shall design and install water-level pressure transducers in leachate sumps LS-12, LS-13, LS-14, LS-15, LS-16W, LS-16S; pan lysimeters at LS-5, LS-15, LS-16W, LS-16S; and leak detection sumps at LS-5, LS-15, LS-16W, and LS-16S. Consultant shall prepare and submit the transducer system design to the WPWMA for review and approval prior to installation. Consultant shall be responsible for supplying, testing, programming and installing all necessary transducer equipment at the designated monitoring points. Any construction performed at the WRSL must be in accordance with California prevailing wage laws.

TASK 4 – ADDITIONAL SERVICES

The WPWMA may request Additional Services as needed subject to the WPWMA's approval of a written scope of services cost proposal provided by Consultant. In no event shall any Additional Services exceed the cost allocated in Exhibit B. Consultant shall not proceed with any services under this task until authorized in writing by the WPWMA's Executive Director or designee. Any approved Additional Services and costs shall be appended to this Agreement and such work shall be subject to all provisions of this Agreement.

EXHIBIT B

PAYMENT FOR SERVICES RENDERED

Payment to Consultant will be made by the WPWMA on an hourly basis in accordance with the schedule attached hereto as Exhibit B-1 and subject to the task budgets listed in Table 1, below.

Consultant shall submit invoices monthly and describe in detail the work and work hours performed, staff performing the work, staff hourly rate, and expenses for which reimbursement is claimed. Consultant shall also include with the monthly invoice a spreadsheet indicating task budgets, charges by task for each invoice, cumulative charges to date by task, and percent of budget remaining by task. Consultant shall state hourly time in increments of no less than one-quarter (1/4) of an hour.

Provided the work has been satisfactorily performed, WPWMA will pay invoices within thirty (30) days after approval of the invoice. Consultant shall provide additional information requested by the WPWMA to verify any of the amounts claimed for payment in any invoice. The total amount payable for all services provided under this Agreement shall not exceed **Two Hundred Three Thousand Nine Hundred and no/100 Dollars (\$203,900.00)**.

Table 1 – Task Budgets

Task	Description	Budget
1	Routine Measurement, Sampling, Analysis and Reporting	\$133,900
2	Composting General Order	\$12,200
3	Water Level Pressure Transducers	\$42,800
4	Additional Services	\$15,000
Total		\$203,900

The WPWMA may, in its sole discretion, withhold up to ten percent (10%) of any payment as security for the completion of the work. Within thirty (30) days after approval of Consultant's final invoice, and provided all services have been satisfactorily completed, WPWMA shall release and pay any withheld retention.

Direct costs including materials, equipment, supplies, travel, subsistence and subcontractor costs will be invoiced at cost plus a maximum general Administrative Fee of 10%. Staffing, equipment and lab analysis rates are established in Exhibit B-1. Consultant trucks are charged at \$50 for up to 4 hours of use and \$100 for a full day; Consultant cars are charged at \$40/\$80 (vehicle charges incorporate an allowance of 100 miles per job per day and a \$0.30 per mile surcharge will be applied for additional miles).

Principals – hourly rates for Principals will be on an individually negotiated basis. Typically, these rates are \$260 per hour for Vice Presidents and other Principals and \$305 per hour for Senior Vice Presidents and Senior Executives.

WESTERN PLACER WASTE MGMT

INCOME STATEMENT

Year-to-Date Variance, May 2017 - current month

	<i>11 Months Ended May 31, 2017</i>	<i>11 Months Ended May 31, 2017 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
INCOME				
LANDFILL/MRF OPS 51130	22,314,362.82	21,344,335.87	970,026.95	4.5 %
CLOSURE/POST CLOSURE 59513	206,692.64	206,102.38	590.26	0.3 %
SOLID WASTE-ROAD IMPV	23,925.51	22,719.62	1,205.89	5.3 %
MISCELLANEOUS OTHER REV	209,352.58	267,098.37	(57,745.79)	-21.6 %
CASH OVERAGE	215.62	0.00	215.62	
TOTAL INCOME	22,754,549.17	21,840,256.24	914,292.93	4.2 %
NET INCOME	22,754,549.17	21,840,256.24	914,292.93	4.2 %
GROSS PROFIT	22,754,549.17	21,840,256.24	914,292.93	4.2 %
EXPENSES				
A-87 COSTS	120,967.00	131,396.87	10,429.87	7.9 %
UNIFORMS	3,810.97	1,375.00	(2,435.97)	-177.2 %
COMMUNICATIONS	17,780.02	30,250.00	12,469.98	41.2 %
INSURANCE	67,208.00	70,876.00	3,668.00	5.2 %
GEN LIABILITY INS	42,020.98	43,020.98	1,000.00	2.3 %
PARTS	70.99	916.63	845.64	92.3 %
MAINTENANCE-EQUIP	0.00	2,291.63	2,291.63	100.0 %
MAINTENANCE-BLDGS & IMP	4,995.02	18,333.37	13,338.35	72.8 %
DUES, SUBSC, MEMB	1,334.57	1,375.00	40.43	2.9 %
DEPT CASH SHORTAGE	136.86	275.00	138.14	50.2 %
PC ACQUISITION	0.00	1,650.00	1,650.00	100.0 %
PRINTING	10,961.48	15,583.37	4,621.89	29.7 %
OFF SUPPLIES & EXP	8,052.38	5,041.63	(3,010.75)	-59.7 %
POSTAGE	7,695.76	6,875.00	(820.76)	-11.9 %
MRF OPERATIONS	12,195,627.13	12,077,351.88	(118,275.25)	-1.0 %
LANDFILL OPERATIONS	1,742,568.27	2,068,046.75	325,478.48	15.7 %
ADMINISTRATION	179,466.98	277,774.75	98,307.77	35.4 %
COMMISSIONERS FEES	1,800.00	3,300.00	1,500.00	45.5 %
PROF SVCS-PURCHD 51130	1,091,295.94	2,240,347.12	1,149,051.18	51.3 %
PROF/SPEC SVCS-COUNTY	62,017.84	119,166.63	57,148.79	48.0 %
PUBL & LEGAL NOTICES	10,023.03	9,166.63	(856.40)	-9.3 %
COUNTYWIDE SYSTEMS	28,471.00	0.00	(28,471.00)	
RENTS & LEASES-EQUIP	0.00	3,666.63	3,666.63	100.0 %
SPECIAL DEPARTMENT EXP	498,381.63	622,334.13	123,952.50	19.9 %

	<i>11 Months Ended May 31, 2017</i>	<i>11 Months Ended May 31, 2017 Budget</i>	<i>Variance Fav/<Unf></i>	<i>% Var</i>
TRAINING	1,015.00	916.63	(98.37)	-10.7 %
TRAVEL & TRANSPORTATION	564.72	2,750.00	2,185.28	79.5 %
MILEAGE	1,819.61	1,466.63	(352.98)	-24.1 %
COUNTY VEHICLE MILEAGE	8,105.30	9,854.13	1,748.83	17.7 %
MEALS/FOOD PURCHASES	625.17	733.37	108.20	14.8 %
UTILITIES	53,943.39	91,666.63	37,723.24	41.2 %
WTR & SEWAGE-SPEC DIS	2,904.00	916.63	(1,987.37)	-216.8 %
ENVIRONMENTAL ENGINEERING	2,519,634.83	2,663,576.63	143,941.80	5.4 %
TOTAL EXPENSES	18,683,297.87	20,522,295.65	1,838,997.78	9.0 %
INCOME FROM OPERATIONS	4,071,251.30	1,317,960.59	2,753,290.71	208.9 %
OTHER INCOME/(EXPENSES)				
EQUIPMENT	(34,510.85)	(35,000.00)	489.15	1.4 %
INTEREST REVENUE 51130	249,133.27	190,102.00	59,031.27	31.1 %
RENTS	88,789.03	82,570.62	6,218.41	7.5 %
STATE AID	43,351.37	87,083.37	(43,732.00)	-50.2 %
INT INCOME- NOTE RECEIVABLE	143,291.48	141,714.87	1,576.61	1.1 %
CONSTRUCTION PROJECTS	(1,331,781.28)	(3,260,781.37)	1,929,000.09	59.2 %
TOTAL OTHER INCOME/(EXPENSES)	(841,726.98)	(2,794,310.51)	1,952,583.53	69.9 %
NET INCOME BEFORE TAXES	3,229,524.32	(1,476,349.92)	4,705,874.24	318.8 %
NET INCOME	3,229,524.32	(1,476,349.92)	4,705,874.24	318.8 %

WESTERN PLACER WASTE MGMT

BALANCE SHEET

May 2017

ASSETS

CURRENT ASSETS

CASH IN 51130	21,094,353.00
CASH IN 59513	12,200,625.81
CASH IN 59517	7,096,884.28
CASH-MARKET VALUE GAINS/LOSSES	117,115.00
CASH-MARKET VALUE GAINS/LOSSES 59513	73,245.00
CASH-MARKET VALUE GAINS/LOSSES 59517	42,738.00
ACCOUNTS RECEIVABLE	2,670,277.54
ALLOWANCE FOR UNCOLLECTED A/R	(6,167.16)
NOTES RECEIVABLE	2,713,687.75
LAND IMPROVEMENTS	9,079,390.62
LAND	13,024,847.55
BUILDINGS & IMPROVEMENTS	58,205,565.70
ACCUMULATED DEPR-B & I	(36,436,349.69)
EQUIPMENT	626,925.44
ACCUMULATED DEPR-EQUIP	(253,572.15)
ACCUMULATED DEPREC LAND IMPR	(639,426.02)
IMPREST CASH-WPWMA	8,600.00

TOTAL CURRENT ASSETS

89,618,740.67

TOTAL ASSETS

89,618,740.67

LIABILITIES

CURRENT LIABILITIES

CONTRACTOR RETENTION PAYABLE	61,934.94
DEFERRED REVENUES-SUB SUPPORT	70,862.00
LANDFILL CLOSURE/POST CLOSURE	11,456,435.00
A/P FUND 51130	2,056,933.05

TOTAL CURRENT LIABILITIES

13,646,164.99

TOTAL LIABILITIES

13,646,164.99

CAPITAL

NET ASS INSTD CAP ASS NET DEBT	43,607,381.43
NET ASSTS HLD IN TRUST	2,000,583.19
DESIGNATED FOR FA ACQUIS	8,623,772.00
RESERVE FOR FUT OCCUR 59517	7,196,920.00
DESIGNATED FOR CONTINGENCIES	9,844,237.74
GENERAL RESERVE FUND 59513	1,118,522.00
RESERVE FOR IMPREST CASH	8,600.00
RESERVE FOR HHW CLOSURE	33,431.00
DESIGNATED FOR ROAD IMPV	309,604.00
YTD NET INCOME	3,229,524.32

TOTAL CAPITAL

75,972,575.68

TOTAL LIABILITIES & CAPITAL

89,618,740.67

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**MEMORANDUM
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS**

DATE: **JULY 13, 2017**

FROM: **KEN GREHM / KEITH SCHMIDT** 

SUBJECT: **NORTECH WASTE, LLC ANNUAL FEE ADJUSTMENT**

RECOMMENDED ACTION:

None. This item is presented for information only.

BACKGROUND:

An annual fee adjustment included in the Agreement with Nortech Waste, LLC (Nortech) for operation of the Materials Recovery Facility is effective July 1st of each year. The fee adjustment is the product of the annual cost of living adjustment (calculated using labor and materials indices as published by the U.S. Bureau of Labor Statistics) and the fees established in the 2005/06 Operating Year (the base year of the Agreement).

Staff reviewed the fee adjustment calculations submitted by Nortech (attached) and agrees with the inflationary adjustment factor of 1.3812 relative to the 2005/06 base year. The adjustment reflects a 4.0% year-over-year increase in the fees paid to Nortech in FY 2016/17 as shown below:

	<u>FY 2016/17</u>	<u>FY 2017/18</u>
MSW Base Processing Fee (per ton)	\$37.57	\$39.07
C & D Processing Fee (per ton)	\$26.00	\$27.04
Green Waste Processing Fee (per ton)	\$29.88	\$31.08
Wood Waste Processing Fee (per ton)	\$23.24	\$24.17
Waste Tire Disposal Fee (per ton)	\$66.41	\$69.06
Refrigerated Appliance Processing Fee (per unit)	\$33.20	\$34.53
Non-Refrigerated Appliance Processing Fee (per unit)	\$6.32	\$6.57
HHW Facility Operating Fee (annual)	\$370,946.30	\$385,777.45

FISCAL IMPACT:

Based on the estimated quantities of materials presented in the FY 2017/18 Preliminary Budget, staff estimates Nortech will earn approximately \$525,600 more as a result of this fee adjustment than if the fees had remained at the FY 2016/17 rates.

Sufficient funding was included in the FY 2017/18 Preliminary Budget to account for these fees.

ATTACHMENT: LETTER DATED MAY 30, 2017 FROM NORTECH



May 30, 2017

Western Placer Waste Management Authority
Attn: Ken Grehm, Executive Director
11476 C Avenue
Auburn, CA 95603

RE: MRF Annual Adjustment to Processing Fees

Dear Ken:

Revised inflationary adjusted processing fees effective July 1, 2017, as per the 3rd Amendment to the Second Restated and Amended Operating Agreement, are presented below. The adjustment was derived using the following equation:

$$\text{New Fee} = \text{Operating Year 2005/2006 Fee} \times \text{COLA}$$

COLA is defined as $0.01 + 0.3072 (ECI_i / ECI_o) + 0.3328 (MW_i / MW_o) + 0.35 (PPI_i / PPI_o)$.

Indexes used in the COLA calculation to return a value of 1.3812 were:

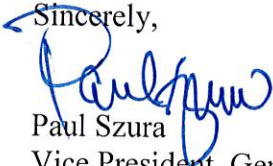
- ECI_i (Series ID CIU2010000000240I) = 129.9;
- ECI_o = 98.4;
- MW_i (Based on California Minimum Wage) = 10.75;
- MW_o = 6.75;
- PPI_i (Series ID WPU000000000) = 191.3 and
- PPI_o = 153.7.

2017/2018 Processing Fees

Tonnage below 230,000 tons per year:	$\$28.29 \times 1.3812 = \$39.07/\text{ton}$
Tonnage above 230,000 tons per year:	$\$26.06 \times 1.3812 = \$35.99/\text{ton}$
HHW operation per year:	$\$279,306 \times 1.3812 = \$385,777.45$
Processing Freon Appliances:	$\$25.00 \times 1.3812 = \$34.53/\text{unit}$
Source separated green waste:	$\$22.50 \times 1.3812 = \$31.08/\text{ton}$
Source separated wood waste:	$\$17.50 \times 1.3812 = \$24.17/\text{ton}$
Construction /Demolition:	$\$19.58 \times 1.3812 = \$27.04/\text{ton}$
Tire Disposal:	$\$50.00 \times 1.3812 = \$69.06/\text{ton}$
Non-refrigerated appliances:	$\$4.76 \times 1.3812 = \$6.57/\text{unit}$

Please let me know if you have any questions and thank you for your consideration.

Sincerely,




Paul Szura
Vice President, General Manager
Contractor's Representative
Nortech Waste, LLC.

Cc: E. Oddo, WPWMA
K. Schmidt, WPWMA
E. Jan, NW
B. Tapia, NW

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**MEMORANDUM
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS** DATE: **JULY 13, 2017**
FROM: **KEN GREHM / MICHAEL BOAK** 
SUBJECT: **NORTECH LANDFILL, INC. ANNUAL FEE ADJUSTMENT**

RECOMMENDED ACTION:

None. This item is presented for information only.

BACKGROUND:

An annual fee adjustment included in the Agreement with Nortech Landfill, Inc. (NLI) for operation of the Western Regional Sanitary Landfill is effective July 1st of each year. The fee adjustment is the product of the annual cost of living adjustment (calculated using labor, fuel and materials indices as published by the U.S. Bureau of Labor Statistics) and the fees established in the 2009/10 Operating Year (the base year of the Agreement).

Staff reviewed the fee adjustment calculations submitted by NLI (attached) and agrees with the inflationary adjustment factor of 1.1322 relative to the 2009/10 base year. The adjustment reflects a 4.88% year-over-year increase in the fees paid to NLI as shown below:

	<u>FY 2016/17</u>	<u>FY 2017/18</u>
Basic Services Fee (annual)	\$2,047,807	\$2,147,781
Airspace Conservation Incentive (per cy)	\$3.78	\$3.96
Maximum Airspace Conservation Incentive (annual)	\$377,824	\$396,270
Airspace Conservation Disincentive (per cy)	\$5.40	\$5.66

FISCAL IMPACT:

NLI will earn approximately \$99,974 more in Basic Service fees as a result of this fee adjustment than if the fees had remained at the FY 2016/17 rates. Additionally, compared to the FY 2016/17 rate structure, the maximum airspace conservation incentive NLI can earn is increased by \$18,446 as a result of the fee adjustment.

Sufficient funding was included the FY 2017/18 Preliminary Budget to account for these fees.

ATTACHMENT: LETTER DATED MAY 30, 2017 FROM NORTECH LANDFILL, INC.



May 30, 2017

Western Placer Waste Management Authority
Attn: Ken Grehm, Executive Director
11476 C Avenue
Auburn, CA 95603

RE: WRS� Annual Inflation Adjustment

Dear Ken:

Inflationary adjusted operating fee effective July 1, 2017 is presented below. The adjustment was derived using the following equation:

$$\text{New Fee} = \text{Operating Year 2009/2010 Fee} \times \text{COLA}$$

COLA is defined as $0.20 + 0.30 \times (\text{ECI}_i / \text{ECI}_o) + 0.40 (\text{PPI}_i / \text{PPI}_o) + 0.10 (\text{PIIF}_i / \text{PIIF}_o)$.

Indexes used in the COLA calculation to return a value of 1.1322 were:

- ECI_i (Series ID CIU2010000000240I) = 129.9;
- ECI_o = 109.9;
- PPI_i = (Series ID WPU03T15M05) = 198.5;
- PPI_o = 175.6;
- PIIF_i = (Series ID WPU057) = 165.2 and
- PIIF_o = 131.7.

2016/2017 WRS� Operating Fee

- Annual Fee for Basic Services = $\$1,896,998 \times 1.1322$
 - = New Annual Fee of **\$2,147,781.14**

Effective Density Adjustments

- Incentive = 09/10 Base Incentive of $\$3.50/\text{CY} \times 1.1322$
 - = New Incentive of **\$3.96/CY**
 - Maximum Annual Incentive Base of $\$350,000/\text{YR} \times 1.1322$
 - = New Max of **\$396,270.00/YR**
- Disincentive = 09/10 Base Penalty of $(\$5.00)/\text{CY} \times 1.1322$
 - = New Penalty of **(\$5.66/CY)**

Please let me know if you have any questions and thank you for your consideration.

Sincerely,




Paul Szura
Vice President, General Manager
Contractor's Representative
Nortech Landfill, Inc.

Cc: E. Oddo, WPWMA
K. Schmidt, WPWMA
E. Jan, NW
B. Tapia, NW

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**MEMORANDUM
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS** DATE: **JULY 13, 2017**
FROM: **BILL ZIMMERMAN / ERIC ODDO** 
SUBJECT: **FACILITY MASTER PLANNING PROJECT UPDATE**

RECOMMENDED ACTION:

None. This item is presented for information only.

BACKGROUND:

At the October 13, 2016 meeting, your Board approved an agreement with CH2M for master planning and environmental review services related to potential future uses of the WPWMA's properties.

At the April 13, 2017 meeting, staff presented an update to your Board on the status of the project that provided details of the project kickoff activities, the formation of the Advisory Committee and the preparation of technical studies.

Since that time, CH2M has continued to make progress on conducting the required technical and field studies including: 1) conducting a full biological survey of the western and eastern expansion properties, 2) refining the future waste generation and disposal estimates including taking the potential effects of SB1383 (aggressive measures to reduce the amount of organics landfilled) into account, and 3) conducting initial site visits and targeted interviews of key WPWMA and Nortech staff as part of CH2M's adjacency study efforts.

CH2M (via their sub-consultant Crocker and Crocker) has prepared the attached stakeholder engagement plan – which was reviewed and commented on by the Advisory Committee – that will provide the framework for ensuring clear and consistent communications with key stakeholders. Staff and CH2M intend to begin engaging some of these key stakeholders (e.g.: applicable regulatory agencies, the Participating Agencies, homeowners and neighborhood associations, etc.) over the next several weeks.

Over the coming months, CH2M will complete the technical studies, prepare preliminary facility sizing estimates and develop possible future facility configurations. Staff anticipates presenting the preferred facility configurations to your Board later this calendar year or in early 2018 for your Board's comment and consideration.

ATTACHMENT: DRAFT STAKEHOLDER ENGAGEMENT PLAN



WESTERN PLACER
WASTE MANAGEMENT AUTHORITY
RECYCLING & DISPOSAL MADE EASY

Facility Master Planning Project

Stakeholder Engagement
and Public Participation Plan

June 30, 2017 - DRAFT



crocker & crocker
Fully Charged

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- 1 Overview**
- 2 Stakeholder Engagement Plan for Phase 1**
 - 2a. Goals, Objectives and Plan Elements**
 - 2b. Stakeholder Analysis**
 - 2c. Stakeholder Engagement Approach**
 - 2d. Stakeholder Communications**
 - 2e. Stakeholder Engagement Action Plan**
 - 2f. Stakeholder Engagement Reporting**
- 3 Public Participation Plan for Phase 2**
 - 3a. Communications Foundation**
 - 3b. NOP Public Review and Scoping Outreach**
 - 3c. Draft EIR Public Review Outreach**
 - 3d. Final EIR Outreach**

Overview

Project Background

The Western Placer Waste Management Authority (WPWMA) is in the process of developing a master plan to define new facility modifications, enhancements and development projects. WPWMA's current facilities consist of the Western Regional Sanitary Landfill and a Materials Recovery Facility which includes composting, household hazardous waste and recycling buyback facilities.

The WPWMA has determined it is critical to modify, upgrade and expand its current facility to have sufficient future operational capacity. Enhancements are also necessary to comply with upcoming regulatory changes that will have a significant impact on both the WPWMA and its Participating Agencies (Lincoln, Rocklin, Roseville, Placer County, Auburn, Loomis and Colfax). The master plan will lead to a preferred project to help meet the WPWMA's long-term goals for the facility as listed below.

- Ensure the long-term viability of the WPWMA facility and maximize its operational life.
- Maintain the viability of the WPWMA's facility acknowledging that it provides a critical and necessary service to the residents and businesses of Placer County.
- Respond to the needs of its Member Agencies and provide the necessary services at the WPWMA facility so that the Member Agencies are able to fully comply with the current and future solid waste-related mandates.
- Improve the efficiency of the WPWMA's facility operations in order to maintain a reasonable and stable cost structure.
- Improve compatibility between the WPWMA's facility operations and current and future developments proximate to the WPWMA's facility.
- Improve operational efficiencies of the WPWMA facility to meet critical and necessary services for Placer County residents and businesses.
- Enhance recycling and disposal services at the WPWMA facility to accommodate growth and evolving regulations.
- Address and reduce sources of facility odor through site improvements.
- Make efficient use of onsite and available resources such as reclaimed water, captured stormwater and landfill gas.
- Attract compatible industries such as waste-to-energy projects (alternative energy) and industries that can use products recovered at the WPWMA MRF to support local economic development and improve diversion program economics and diversion rates.

Process

WPWMA staff have identified a series of potential site uses (referred to as project elements) to consider as part of the master planning project. These projects elements were identified as potential changes that may help the WPWMA achieve its goals for the facility.

WPWMA engaged CH2M and its consulting partners (consultant team) to conduct technical studies, to evaluate facility options, to assist with stakeholder outreach and to make recommendations on preferred alternatives. If the preferred alternative is approved by the WPWMA Board of Directors, then future project work would likely include preparation of the appropriate California Environmental Quality documents and assisting with associated permitting and entitlements required for future development.

At this time, the project is divided into two phases. Phase 1 efforts consist of a series of technical studies, analyses and evaluations that will lead to the preferred master plan project. This phase will involve an inclusive approach with extensive planning, coordination and communications between WPWMA, its Participating Agencies and its variety of other stakeholders. Phase 2 will involve several tasks associated with the preferred project's environmental review according to the California Environmental Quality Act guidelines.

WPWMA recognizes stakeholder engagement and public outreach are critical to each phase. Crocker & Crocker, CH2M's public outreach partner, developed a Stakeholder Engagement Plan for Phase 1 and a Public Participation Plan for Phase 2.

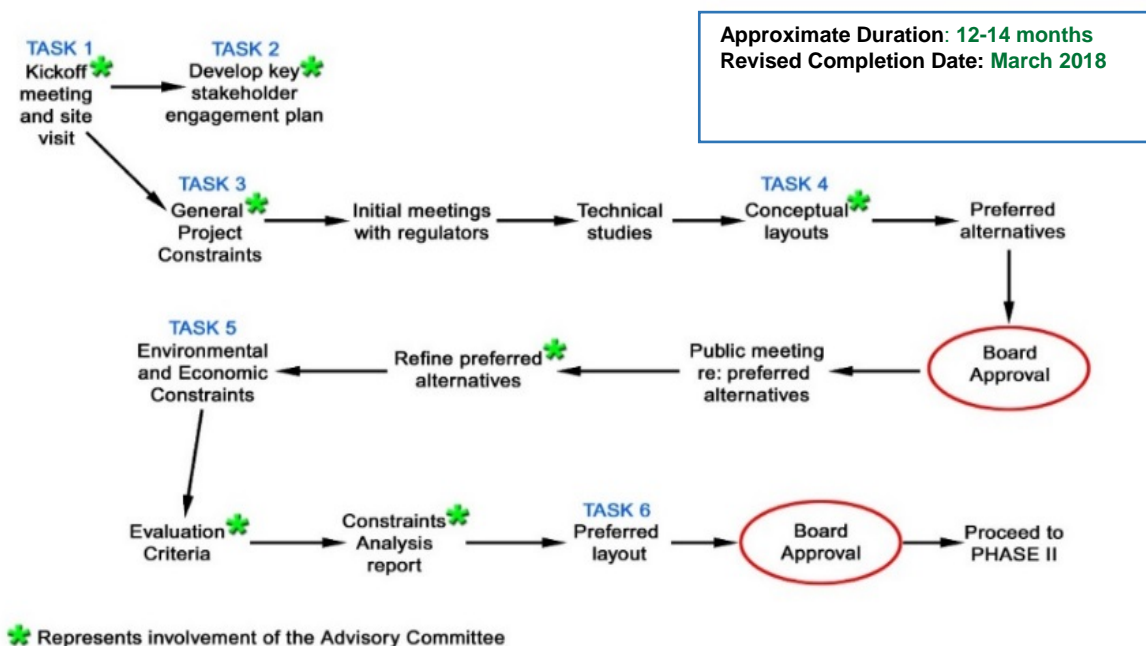
The purpose of each plan is to guide the approach for stakeholder engagement and public outreach for the WPWMA staff and CH2M consulting team (collectively referred to as the project team in this document). Stakeholder engagement and public outreach may evolve and/or shift depending on the project needs and stakeholder/public interest in the project.

Stakeholder Engagement Plan

Introduction

The Stakeholder Engagement Plan outlines an approach to involve and communicate with key stakeholders throughout the master planning and technical studies phase. Its intent is to help the project team effectively reach stakeholders with information about the project, integrate their input about the potential facility uses as applicable and keep them involved throughout the lifecycle of the project.

Phase 1: Milestones At-A-Glance



Planning and Decision-Making Process

WPWMA Board of Directors

WPWMA's Board of Directors holds the full authority to approve and/or redirect aspects of the project at any time. The Board consists of elected officials from each of the WPWMA's member agencies. The project team will seek the Board's approval following the development of preferred alternatives and the preferred layout.

Advisory Committee

Prior the project's official kick-off meeting, WPWMA assembled a project advisory committee as a group of stakeholders whose input is critical to the planning process. The advisory committee consists of representatives from each of WPWMA's member agencies. The project team will engage the advisory committee at various stages to provide project updates and obtain their input on specific tasks. Advisory committee members will also share information with their jurisdictions and report any input and/or feedback back to the project team.

Stakeholders

Stakeholders will be engaged at various points to solicit information, feedback and opinions about proposed project elements. The project team will relay the outcomes of stakeholder meetings to the advisory committee. Stakeholder information, input, information and feedback will be discussed and considered as part of the overall effort to develop the preferred layout. Example stakeholder groups include:

- Member Agencies (Lincoln, Rocklin, Roseville and Placer County)
- Non-member Agencies (Auburn, Loomis and Colfax)
- Regulatory agencies
- Nearby large landowners/developers (Including the Thunder Valley Casino)
- MRF and landfill facility operators
- Placer County Solid Waste Local Task Force
- Placer County's Community Choice Aggregation Program (Sierra Valley Energy Authority)
- Energy and water providers
- Transportation agencies
- Neighborhood and homeowners associations
- Universities

Potential compatible manufacturing or industrial operations

Please refer to the Stakeholder Analysis for a list of targeted stakeholder groups.

Goal, Objectives and Plan Elements

Stakeholder Engagement Goal

Engage advisory committee and stakeholders through an inclusive approach and at key milestones to obtain information, feedback and opinions to guide the development of the preferred project for WPWMA's facility expansion.

Stakeholder Engagement Objectives

- Build and increase understanding among stakeholders about WPWMA's need to expand and improve the facility and the project's benefits to them
- Share project information and project updates through open and transparent process
- Coordinate early with stakeholders to identify potential constraints, requirements and collaboration opportunities, if available
- Provide accurate, easy-to-understand and timely information in advance of key decision points
- Facilitate productive discussions between stakeholders and WPWMA
- Address questions, concerns and/or issues in a forthright manner
- Obtain feedback surrounding key milestones and/or decisions
- Establish and maintain positive relationships with stakeholders throughout the life of the project

Stakeholder Plan Elements

The stakeholder engagement plan includes the following sections:

- **Stakeholder Analysis** – identifies the stakeholders by groups according to their level of prospective interest in the project and how the project may impact their projects, communities, planning and/or interests (this list will be further built out by group representatives, applicable contact information and preferred methods of communication)
- **Stakeholder Engagement Approach** – identifies the key milestones, stakeholders to engage at each, how to engage stakeholders and the desired outcomes
- **Stakeholder Communications** – defines tools, materials and activities necessary to communicate with stakeholders.
- **Stakeholder Engagement Action Plan** – outlines specific engagement points and communications methods.

2b

Stakeholder Analysis

Stakeholder Analysis

The following section provides an overview of the groups of stakeholders to engage during the WPWMA's master planning phase for its facility expansion.

The project team will engage stakeholder groups at key milestones with many engaged throughout the entirety of the project. Through stakeholder engagement, the project team will share information, provide project updates, address questions and obtain valuable information that ultimately helps shape the preferred project.

Table 1 includes a list of stakeholders assigned to **Groups 1-4** based on the timing of when they will be engaged (Group 1 before 2, Group 2 before 3 and Group 3 before 4) during Phase 1. There are sub-designations of A, B and C to create stakeholder sub-Groups. These sub-Groups are used to differentiate between specific types of engagement and/or when to engage stakeholders as described in Table 2.

There is no prioritization between sub-groups A-C. Stakeholders were assigned to a group using the following definitions:

- **Group 1** - Primary stakeholders and decision-makers who have a strong interest in the project, can influence the project's outcome and whom should be initially engaged early in the project.
- **Group 2** - Key stakeholders who the project will affect and whom should be engaged soon after Group 1.
- **Group 3 & 4** - Secondary stakeholders who may have an interest in the project and whom should be engaged after Group 2.

Table 1: Stakeholder Groups

Group 1	Group 2		Group 3	Group 4
Group 1A	Group 2A		Group 3A	Group 4A
WPWMA Board of Directors	<p>Regulators</p> <ul style="list-style-type: none">Placer County Environmental Health as the Local Enforcement Agency for Cal RecyclePlacer County Air Pollution Control DistrictRegional Water Quality Control Board, Central Valley Region <p>Sierra Valley Energy Authority</p> <ul style="list-style-type: none">California Community Choice Aggregation, Placer County	<p>Nearby large landowners/Development</p> <ul style="list-style-type: none">Placer RanchUnited Auburn Indian CommunityRio BravoPlacer County Department of Public Works and Facility Services (managing Placer Parkway road construction)AKT Development (Sunset Industrial Park)Granite Bay Development (Creekview Specific Plan)Brookfield Residential (ARSP)Westpark Communities (West Roseville Phase 4)Amoruso Specific Plan <ul style="list-style-type: none">Placer County Solid Waste Local Task ForceHaulers (Recology)MRF and landfill operatorsLFG to energy operator (Energy 2001)	<ul style="list-style-type: none">Roseville Coalition of Neighborhood AssociationsFiddymment Farm Neighborhood AssociationBlue Oaks Neighborhood AssociationRocklin Homeowners AssociationsLincoln Homeowners Associations	Frequent users of odor notification system
Group 1B	Group 2B		Group 3B	Group 4B
WPWMA Staff	<ul style="list-style-type: none">Member agencies (reach elected officials, leadership and public information officers to introduce project as applicable)Non-member agencies (Auburn, Loomis and Colfax; reach elected officials, leadership and public information officers to introduce project as applicable)PG&EPlacer County Water AgencyTransportation agenciesOffice of Emergency ServicesFinancing sources		<ul style="list-style-type: none">Potential compatible manufacturing or industrial operationsUniversitiesPotential tenantsFlying Club	General public
Group 1C	Group 2C		Group 3C	Group 4C
Advisory Committee (includes representation for all Member Agencies)	N/A		N/A	N/A

2c

Stakeholder Engagement Approach

Table 2 highlights the project team's tasks and milestones within each. It also outlines stakeholder groups to engage at each milestone, recommended engagement/communications methods and desired outcomes to support the project planning process. The Stakeholder Engagement Action Plan provides additional details outlining specific engagement points and communications methods.

Table 2: Project Key Milestones and Stakeholder Engagement			
Task 1 Milestones	Stakeholders	Engagement Format	Desired Outcome
Project Approval	Group 1A	WPWMA Board of Directors meeting	Gain approval for project to proceed.
Kick-off meeting	Group 1B and 1C	Standing meeting	Review project goals, objectives, and general schedule and seek input on critical success factors.
Task 2 Milestones	Stakeholders	Engagement Format	Desired Outcome
Stakeholder engagement plan	Group 1A, 1B, and 1C	Standing meetings and one-one meetings with WPWMA Board of Directors and/or through standing Board meeting	Review stakeholder engagement plan and seek input.
Task 3 Milestones	Stakeholders	Engagement Format	Desired Outcome
General project constraints	Group 1B and 1C	Standing meeting	Review general constraints and seek input for use in subsequent project activities.
Technical studies to be used in further analysis of project elements	Group 2A	One-on-one or small group meetings with group 2A stakeholders	Introduce project, provide information on status and obtain input/necessary information to develop conceptual layouts.
	Group 2B	Email communications, phone calls and/or meetings with group 2B stakeholders	Introduce project and obtain necessary information to integrate in planning conceptual layouts, where applicable.
Task 4 Milestones	Stakeholders	Engagement Format	Desired Outcome
Four conceptual layouts	Group 1B and 1C	Standing meeting Design Charrette	Review four proposed layouts and reduce to two preferred layouts for further refinement
	Group 2A, 3A and 4A	Public meeting	Conduct public meeting to inform stakeholders about

Preferred alternatives prior to board approval			project, address questions and share next steps. Engage these audiences prior to presenting preferred alternatives for integration into recommendation to the Board.
	Group 2A, 2B, and 3B	Email communications, direct contact via phone and/or small group meetings	Alert stakeholders about project, present preferred alternatives and provide opportunities for input for those interested.
Board approval	Group 1A	Board meeting	Obtain approval on preferred alternatives
Refine preferred alternatives	Group 1B, 2A and 1C	Standing meeting or conference call and small stakeholder meeting with Group 2A	Present preferred alternatives and begin environmental and economic constraints discussions.
Task 5 Milestones	Stakeholders	Engagement Format	Desired Outcome
Evaluation criteria	Group 1B and 1C	Standing meeting or conference call	Review and obtain input on evaluation criteria.
Constraints Analysis Report	Group 1B, 2A and 1C	Standing meeting or conference call and small stakeholder meeting with Group 2A	Review and obtain input on constraints analysis report.
Task 6 Milestones	Stakeholders	Engagement Format	Desired Outcome
WPWMA Board approval	Group 1A	Board meeting	Obtain approval on preferred project. Move to Phase 2.
Preferred project announcement	Group 1B, 1C, 2A, 2B, 3A, 3B, 4A, and 4B	Stakeholder outreach, public outreach and media relations	Announce preferred project and planned environmental review phase to the public and frequent users of odor notification.

Stakeholder Communications

Communications Foundation

Prior to conducting stakeholder outreach, the following materials will be developed to equip the project team with the necessary assets and materials for stakeholder communications.

Stakeholder Database

Based on the list of stakeholder analysis, WPWMA staff will develop, maintain and update a comprehensive stakeholder database that evolves with the project. The stakeholder database will include the following:

- Organization and/or agency
- Stakeholder type, impact and/or influence
- Points of contact and contact information
- Areas of project interest and/or potential concern
- Preferred communications methods and/or their communications platforms for sharing WPWMA-provided project information and/or updates
- Engagement outcome notes to track stakeholders' participation, input and interest as the project evolves and other pertinent notes related to their participation

Action Steps

- ✓ Develop and maintain comprehensive stakeholder database
- ✓ Use stakeholder database to track all outreach and stakeholder touchpoints (calls, meetings, interviews, etc.)
- ✓ Update stakeholder database with applicable notes following each stakeholder engagement
- ✓ Add additional stakeholders as recommendations evolve

Key Messages

Crocker & Crocker will develop key message themes for the project team's use as talking points and for use in outreach materials. The key message themes will help the team speak with one voice and in a consistent manner when sharing project information and addressing questions, concerns, issues and/or next steps. They will also establish the foundation to share consistent information across all outreach materials.

Action Steps

- ✓ Develop high-level key messages to describe the following:
 - About the project
 - Why project is necessary
 - How WPWMA is planning for the project and will implement the project
 - When anticipated actions and/or decision making points will occur

- Opportunities for stakeholder involvement
- ✓ Once approved, provide key messages to project team subject matter experts (those speaking about the project and engaging stakeholders)
- ✓ Use key messages in outreach materials

Outreach Materials

Crocker & Crocker will work with the project team to develop the following outreach materials for use in stakeholder communications:

- **Fact sheets:** Develop fact sheets for use in stakeholder meetings and at the public meeting. The fact sheets will provide project information, feature a project map and timeline, address top questions and share an overview of planning process. They will also include the project contact information.
- **Newsletters:** Develop and distribute two newsletters. The first newsletter will announce the public meeting as described in the stakeholder engagement approach. The newsletter will share project information, an overview of the planning process and details about the public meeting along with an invitation to attend. The second newsletter will inform all stakeholders about the preferred project in advance of the environmental review phase.
- **Frequently Asked Questions:** Develop one set of frequently asked questions for the project team's use in preparing for stakeholder meetings and the public meeting. WPWMA may also post the FAQs, fact sheets and content from the newsletter to share information on its website.
- **Website:** Designate a specific section on the current WPWMA website or develop a project specific microsite to share and house all project information. The website will evolve with new project updates, public participation announcements, progress updates, etc. serving as a one-stop resource for project information.

Action Steps

- ✓ **Fact sheet:** Develop a fact sheet template to inform targeted initial stakeholders about the project and obtain their input to develop the conceptual layouts prior to sharing the preferred alternatives with broader public audiences. The fact sheet may evolve or be modified based on which stakeholder group is being engaged.
 - Stakeholders include member agencies, non-voting jurisdictions, regulators, California Community Choice Aggregation, Placer County Solid Waste Local Task Force, large landowners/developers, PG&E, Placer County Water Agency, transportation agencies, Office of Emergency Services and financing sources.
- ✓ **Newsletter 1:** Develop and distribute in advance of the public meeting to inform target audiences about the project, why it is necessary, proposed project components and planning stages. The newsletter will also contain information to invite recipients to the public meeting to learn more and share their input.
 - Includes above stakeholders plus neighborhood and homeowners associations, frequent users of WPWMA's odor notification system, nearby major employers, universities, school districts, potential tenants and the recreational flying club.
- ✓ **Frequently asked questions:** Develop in advance of the public meeting for WPWMA's use in posting project information on its website and for distribution at the public meeting.
- ✓ **Newsletter 2:** Develop and distribute second newsletter to share preferred alternative and announce plans for environmental review phase.
 - Distribute to all stakeholders engaged to date and post on WPWMA website.

Stakeholder Meetings

As identified in the stakeholder engagement approach, the project team will conduct outreach and engage stakeholders to share project information and obtain input necessary to inform the development of the preferred project layout. Stakeholder engagement will occur via small group meetings, individual meetings and/or calls and a public meeting.

Small Group Meetings/Individual Meetings

Several stakeholders will be engaged through small group meetings, individual meetings and phone and email communications as described in the Stakeholder Engagement Approach and Stakeholder Action Plan.

The project team will initiate contact with and/or meet with small groups or individuals to share and uncover information that will aid in the planning process. All stakeholders will continue to be involved at key touchpoints as indicated in the Stakeholder Engagement Action Plan.

Action Steps

- ✓ Email and/or call contact representatives to set meeting and/or phone call
- ✓ Project team to align prior to stakeholder meetings
 - Identify project spokespersons and topic areas
 - Determine questions to ask stakeholders and information to uncover
 - Develop necessary communications materials (handouts, presentations, etc.)
 - Conduct advance prep and meeting dry-runs for critical meetings
- ✓ Determine interest in future engagement and preferred communications methods
- ✓ Document comments, concerns, issues, opportunities and input during stakeholder meetings and communications
- ✓ Develop and distribute meeting recaps to summarize conversations and engagement
- ✓ Update stakeholder database to reflect meeting date, summary notes and next steps
- ✓ Keep advisory committee informed about outcomes

Public Meeting

The project team will conduct a public meeting to share and obtain input on the proposed alternatives prior to seeking WPWMA board approval. Targeted stakeholders included stakeholders engaged to date, large landowners, developers and representatives from Rocklin and Lincoln homeowners associations as well as Roseville Coalition of Neighborhood Associations.

The public meeting will occur early in the master planning phase to introduce the project, share proposed alternatives, address questions and/or concerns and gather public input.

Action Steps

- ✓ Confirm meeting venue and secure all logistics
- ✓ Distribute public meeting newsletter invitation via email and mail to targeted stakeholders
- ✓ Promote through WPWMA and advisory committee communications channels
- ✓ Align as a team on all meeting aspects (public meeting format, stations, subject matter experts, presentation topics, talking points, Q&A process, input process, etc.)
- ✓ Prepare all meeting materials (sign-in sheets, handouts, PPTs, boards, etc.)
- ✓ Conduct public meeting and document outcome with next steps
- ✓ Summarize input to share with the advisory committee and WPWMA Board of Directors

Stakeholder Engagement Action Plan

The purpose of the Stakeholder Engagement Action Plan is guide stakeholder outreach and communications surrounding key milestones. This approach may evolve and/or shift depending on the project needs and stakeholder/public interest in the project.

Stakeholder Engagement Action Plan		
Stakeholder(s) 1 A	Engagement Points	Communications Methods
WPWMA Board of Directors	<ul style="list-style-type: none"> • Project approval • Project status updates (e.g. stakeholders) • Preferred alternatives approval • Preferred layout approval 	<ul style="list-style-type: none"> ✓ Board presentations ✓ One-on-one meetings
Stakeholder(s) 1B	Engagement Points	Communications Methods
WPWMA Staff	<ul style="list-style-type: none"> • Throughout entirety of project 	<ul style="list-style-type: none"> ✓ Email ✓ Phone ✓ In-person meetings
Stakeholder(s) 1C	Engagement Points	Communications Methods
Advisory Committee	<ul style="list-style-type: none"> • Kick-off • Stakeholder engagement plan • General project constraints • Conceptual layouts • Preferred alternatives refinement • Evaluation Criteria • Constraints analysis report • Preferred alternative announcement 	<ul style="list-style-type: none"> ✓ Email ✓ Phone ✓ Scheduled meetings

Stakeholder(s) 2A	Engagement Points	Communications Methods
Regulators	<ul style="list-style-type: none"> • Constraints and technical studies (individual meetings) • Preferred alternatives prior to board approval (public meeting) • Preferred alternative refinement • Environmental and economic constraints (individual meetings) • Preferred project announcement 	<p>Individual meetings</p> <ul style="list-style-type: none"> ✓ Email and/or phone communications to secure meetings ✓ Conduct and prepare for individual meetings ✓ Provide follow-up communications <p>Public meeting</p> <ul style="list-style-type: none"> ✓ Send newsletter to announce public meeting and invite regulators to attend ✓ Distribute fact sheet at public meeting ✓ Project team to present and share information through presentation and individual stations <p>Preferred project announcement</p> <ul style="list-style-type: none"> ✓ Send newsletter to announce preferred project and phase 2 plans
Sierra Valley Energy Authority	<ul style="list-style-type: none"> • Constraints and technical studies (individual meetings) • Preferred alternatives prior to board approval (public meeting) • Preferred alternative refinement • Preferred project announcement 	<p>Individual meetings</p> <ul style="list-style-type: none"> • Email and/or phone communications to secure meeting • Conduct and prepare for individual meeting • Provide follow-up communications <p>Public meeting</p> <ul style="list-style-type: none"> ✓ Send newsletter to announce public meeting and invite a Sierra Valley Energy Authority representative to attend ✓ Distribute fact sheet at public meeting ✓ Project team to present and share information through presentation and individual stations <p>Preferred project announcement</p> <ul style="list-style-type: none"> ✓ Send newsletter to announce preferred project and phase 2 plans
Nearby large landowners/development	<ul style="list-style-type: none"> • Constraints and technical studies (individual meetings) • Preferred alternatives prior to board approval (public meeting) 	<p>Meetings</p> <ul style="list-style-type: none"> ✓ Host small group meetings with large landowner and developers that can be grouped together ✓ Conduct individual meetings where necessary

	<ul style="list-style-type: none"> • Preferred alternative refinement • Preferred project announcement 	<p>Meeting communications</p> <ul style="list-style-type: none"> ✓ Email and/or phone communications to secure meeting ✓ Conduct and prepare for individual meeting ✓ Provide follow-up communications <p>Public meeting</p> <ul style="list-style-type: none"> ✓ Send newsletter to announce public meeting and invite large landowners to attend ✓ Distribute fact sheet at public meeting ✓ Project team to present and share information through presentation and individual stations <p>Preferred project announcement</p> <ul style="list-style-type: none"> • Send newsletter to announce preferred project and phase 2 plans
Placer County Solid Waste Local Task Force	<ul style="list-style-type: none"> • Constraints and technical studies (individual meetings) • Preferred alternatives prior to board approval (public meeting) • Preferred alternative refinement • Environmental and economic constraints (individual meetings) • Preferred project announcement 	<p>Individual meetings</p> <p>Secure participation in scheduled task force meetings or conduct separate meeting to meet with task force representatives</p> <ul style="list-style-type: none"> ✓ Email and/or phone communications to secure meeting ✓ Conduct and prepare for individual meeting ✓ Provide follow-up communications <p>Public meeting</p> <ul style="list-style-type: none"> ✓ Send newsletter to announce public meeting and invite Placer County Solid Waste Task Force to attend ✓ Distribute fact sheet at public meeting ✓ Project team to present and share information through presentation and individual stations <p>Preferred project announcement</p> <ul style="list-style-type: none"> ✓ Send newsletter to announce preferred project and phase 2 plans
Stakeholder(s) 2B	Engagement Points	Communications Methods
Member Agencies and (elected officials, leadership	Initiate outreach following approval of the stakeholder engagement plan.	Designated WPWMA staff to notify about representatives about the project and involvement of the advisory committee in the planning process

and public information officers)		<p>Determine interest levels and preferred methods of updates as the project progresses the project and engage for planning purposes</p> <p>Update stakeholder database to reflect input and preferred communications moving forward</p>
Non-member Agencies (elected officials, leadership and public information officers)	Initiate outreach following approval of the stakeholder engagement plan.	<p>Designated WPWMA staff to notify about representatives about the project</p> <p>Determine interest levels and preferred methods of updates as the project progresses the project and engage for planning purposes</p> <p>Update stakeholder database to reflect input and preferred communications moving forward</p>
PG&E	<ul style="list-style-type: none"> • Constraints and technical studies • Preferred alternatives prior to board approval • Preferred alternative refinement • Preferred project announcement 	<p>Individual meetings and/or phone calls to inform appropriate PG&E representative about project, uncover information necessary for project and share stakeholder engagement opportunities.</p> <p>Determine levels of interest for engagement moving forward and engage accordingly.</p> <ul style="list-style-type: none"> ✓ Email and/or phone communications to share information in a timely manner ✓ Conduct and prepare for individual meeting and/or calls ✓ Provide follow-up communications ✓ Update stakeholder database to track areas of project interest, input and involvement moving forward <p>Preferred project announcement</p> <ul style="list-style-type: none"> ✓ Send newsletter to announce preferred project and phase 2 plans
Placer County Water Agency	<ul style="list-style-type: none"> • Constraints and technical studies • Preferred alternatives prior to board approval 	<p>Individual meetings and/or phone calls to inform appropriate Placer County Water Agency representative about project, uncover information necessary for project and share stakeholder engagement opportunities.</p>

	<ul style="list-style-type: none"> • Preferred alternative refinement • Preferred project announcement 	<p>Determine levels of interest for engagement moving forward and engage accordingly.</p> <ul style="list-style-type: none"> ✓ Email and/or phone communications to share information in a timely manner ✓ Conduct and prepare for individual meeting and/or calls ✓ Provide follow-up communications ✓ Update stakeholder database to track areas of project interest, input and involvement moving forward <p>Preferred project announcement</p> <ul style="list-style-type: none"> ✓ Send newsletter to announce preferred project and phase 2 plans
Transportation Agencies	<ul style="list-style-type: none"> • Constraints and technical studies • Preferred alternatives prior to board approval • Preferred alternative refinement • Preferred project announcement 	<p>Individual meetings and/or phone calls to inform appropriate transportation agencies representatives about project, uncover necessary information for the project and share stakeholder engagement opportunities.</p> <p>Determine levels of interest for engagement moving forward and engage accordingly.</p> <ul style="list-style-type: none"> ✓ Email and/or phone communications to secure meeting ✓ Conduct and prepare for individual meeting and/or call ✓ Provide follow-up communications ✓ Update stakeholder database to track areas of project interest and involvement moving forward <p>Preferred project announcement</p> <ul style="list-style-type: none"> ✓ Send newsletter to announce preferred project and phase 2 plans
Office of Emergency Services	<ul style="list-style-type: none"> • Constraints and technical studies • Preferred alternatives prior to board approval • Preferred alternative refinement • Preferred project announcement 	<p>Individual meetings and/or phone calls to inform appropriate Office of Emergency Services representative about project, uncover information necessary for the project, uncover information necessary for the project and share stakeholder engagement opportunities.</p> <p>Determine levels of interest for engagement moving forward and engage accordingly.</p>

		<ul style="list-style-type: none"> ✓ Email and/or phone communications to secure meeting ✓ Conduct and prepare for individual meeting and/or call ✓ Provide follow-up communications ✓ Update stakeholder database to track areas of project interest and involvement moving forward <p>Preferred project announcement</p> <ul style="list-style-type: none"> ✓ Send newsletter to announce preferred project and phase 2 plans
Stakeholder(s) 3A	Engagement Points	Communications Methods
Roseville Coalition of Neighborhood Associations	<ul style="list-style-type: none"> • Preferred alternatives prior to board approval (individual meetings and/or public meeting) 	Contact each neighborhood association to share information about the project and public meeting
Fiddymment Farm Neighborhood Association	<ul style="list-style-type: none"> • Preferred project announcement 	Inquire if stakeholders prefer individual stakeholder meetings in advance of the public meeting
Blue Oaks Neighborhood Association		Individual meetings <ul style="list-style-type: none"> ✓ Email and/or phone communications to secure meeting ✓ Conduct and prepare for individual meeting ✓ Provide follow-up communications
Rocklin Homeowner Association		
Lincoln Homeowner Association		Public meeting <ul style="list-style-type: none"> ✓ Send newsletter to announce public meeting and invite neighborhood and homeowner associations to attend ✓ Distribute fact sheet at public meeting ✓ Project team to present and share information through presentation and individual stations
		Preferred project announcement <ul style="list-style-type: none"> ✓ Send newsletter to announce preferred project and phase 2 plans
Stakeholder(s) 3B	Engagement Format	Communications Activities
Potential compatible manufacturing or industrial operations	<ul style="list-style-type: none"> • Preferred project announcement 	Preferred project announcement <ul style="list-style-type: none"> ✓ Send newsletter to announce preferred project and phase 2 plans
Universities	<ul style="list-style-type: none"> • Preferred project announcement 	Preferred project announcement

		✓ Send newsletter to announce preferred project and phase 2 plans
Flying Club	<ul style="list-style-type: none"> Preferred project announcement 	Preferred project announcement ✓ Send newsletter to announce preferred project and phase 2 plans
Potential Tenants	<ul style="list-style-type: none"> Preferred project announcement 	Preferred project announcement ✓ Send newsletter to announce preferred project and phase 2 plans
Stakeholder(s) 4A	Engagement Format	Communications Activities
Frequent users of odor notification system	<ul style="list-style-type: none"> Preferred alternatives prior to board approval (public meeting) Preferred project announcement 	Public meeting ✓ Send newsletter to announce public meeting and invite regulators to attend ✓ Distribute fact sheet at public meeting ✓ Project team to present and share information through presentation and individual stations Preferred project announcement ✓ Send newsletter to announce preferred project and phase 2 plans
General public	<ul style="list-style-type: none"> Preferred project announcement 	✓ Media relations/WPWMA website ✓ Newsletter sharing on social and through stakeholder outreach

Stakeholder Engagement Reporting

Stakeholder Reporting and Ongoing Communications

The project team will develop meeting recaps to summarize the outcome of each stakeholder meeting and update stakeholder databases as necessary with next steps and notes. The recaps will include meeting participants, meeting purpose, discussion topics, key findings/learnings and next steps.

Action Steps

- ✓ Document comments, concerns, issues, opportunities and input during stakeholder meetings and communications
- ✓ Develop meeting recaps to summarize conversations and engagement
- ✓ Update stakeholder database to reflect meeting date, summary notes and next steps, where applicable.
- ✓ Keep advisory committee informed about outcomes.

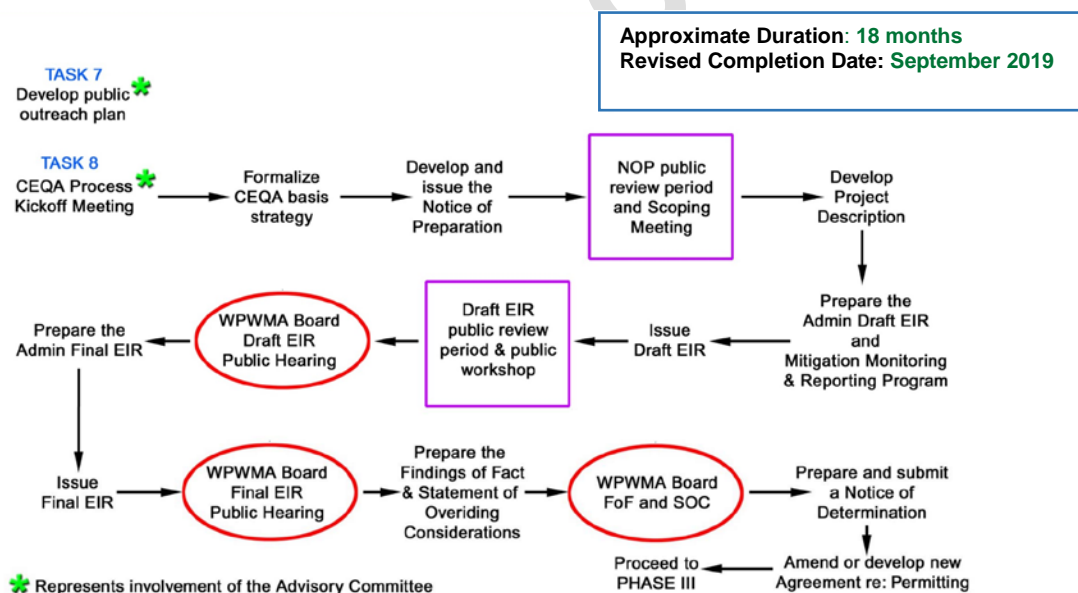
Public Participation Plan for Phase 2: Introduction

Introduction

If authorized by the WPWMA Board of Directors, WPWMA will initiate an environmental review process to develop an Environmental Impact Report (EIR) under the California Environmental Quality Act (CEQA). Public participation is an important element of the CEQA process as it will help WPWMA to obtain public input on the proposed project's scope and analysis of its EIR.

WPWMA plans to conduct outreach and to meet CEQA's standard requirements as it aims to make a sound project decision considering public comments and/or input.

Phase 2: Environmental Review Milestones At-A-Glance



As with the stakeholder engagement plan, the following plan is intended to guide the efforts of the project team surrounding major milestones in phase 2. This approach may evolve and/or shift depending on the project needs and stakeholder/public interest in the project.

The plan includes the following sections:

- **Communications Foundation:** Activities to initiate and materials to develop to engage stakeholders and the general public
- **NOP Public Review and Scoping Outreach:** Action plan to announce the NOP and involve the public in the scoping period
- **Draft EIR Public Review Outreach:** Action plan to announce the draft EIR and involve the public in this review period
- **Final EIR Outreach:** Action plan to announce the final EIR and board decision

Public Participation Goals

- Raise and/or increase awareness about the project need and purpose
- Share information with interested members of the public and stakeholders, especially with property owners within the project area
- Obtain and collect public comments about the proposed project
- Listen to and respond to public comments in a transparent, forthright and empathetic manner
- Provide ongoing updates and project information to the interested public and stakeholders for proactive, consistent communications

Communications Foundation

Below are several recommended activities to initiate and materials to develop to support phase 2 public outreach efforts.

Project Branding (TBD)

With the defined project in place, Crocker & Crocker recommends branding the project with a name that communicates its value and establishing the look and feel of outreach materials. All communications materials will reflect the branding in a consistent manner. Branding the project with an easy-to-recall, consumer-friendly name will help the project resonate among target audiences and bring the project to life.

Stakeholder Database

WPWMA will continue to maintain a comprehensive stakeholder database. The database will include stakeholders engaged in phase 1 plus a separate list of nearby landowners in the project area. The project team will also review the database to add new stakeholders such as school districts, agencies required under CEQA, media and other groups as appropriate. The database will help the project team reach target audiences with updates, information and meeting invitations throughout the environmental review phase.

Outreach Materials

Crocker & Crocker will develop a series of outreach materials to engage and communicate with stakeholders, general public and media. Outreach materials include:

- Newsletters to announce scoping and public meetings
- Postcards for WPWMA's distribution to announce board hearings
- Fact sheets for distribution at scoping and public meetings, featuring on WPWMA's website and for use in other stakeholder communications
- E-blasts for use in providing project updates and communicating with stakeholders or interested public members who prefer email communications
- Letter for WPWMA's use to mail to landowners within the project area to announce the Notice of Preparation (NOP)
- Legal advertisements for display in local newspapers prior to announce the NOP and Draft EIR public review periods

NOP Public Review and Scoping Outreach

NOP Public Review and Scoping Outreach

Scoping kicks off the planning process for EIR preparation under CEQA. During this phase, the project team will gather information from Stakeholders and general public about what WPWMA should consider in the scope of the EIR. Although CEQA does not require public scoping meetings, WPWMA will hold a public scoping meeting and conduct extensive public outreach following the issuance of the Notice of Preparation.

NOP Public Review and Scoping Meeting Activities			
Task	Task Lead	Required Action	Desired Outcome
Notice of Preparation	WPWMA/project team	Consulting team to prepare draft NOP WPWMA to review and edit draft NOP Project team to finalize NOP Consulting team to submit NOP to State Clearinghouse WPWMA to notify landowners/property owners within project area	Opens and initiates formal 30-day review period
Notification to nearby landowners/property owners in project area and other responsible agencies	Crocker & Crocker/WPWMA	Develop and provide letter to WPWMA to distribute letter with NOP through certified mail to nearby landowners/property owners within the project area Send letter to other responsible agencies including city and county clerks, cooperating and trustee agencies, etc.	Meet CEQA notification requirement and engage nearby public members
Public scoping meeting	Project team	Secure meeting venue Update all databases	Align internally and set foundation for public scoping

		<p>Finalize meeting format (open-house style recommended)</p> <p>Solidify process for collecting public comments; secure court reporter if formal comment collection approach is desired</p> <p>Assign subject matter experts to stations</p> <p>Develop technical visual aids and/or boards</p> <p>Conduct dry-run to prepare SMEs for public meeting</p>	meeting and public review period.
Legal advertisements	Project team/Crocker & Crocker	<p>Develop and place ads about the NOP, public review period and scoping meeting. Target publications include the Roseville Press Tribune, Rocklin Today, Lincoln News Messenger and The Sacramento Bee (not CEQA required but recommended)</p> <p>Ads will also be provided to HOA's and RCONA for inclusion in their communications materials.</p>	Announce public review period and encourage public participation at meeting
Newsletter	Crocker & Crocker/project team	Develop and design newsletter for WPWMA's distribution to the stakeholder database	Notify and invite stakeholders engaged to date to participate
Fact sheet	Crocker & Crocker/project team	Develop fact sheet for distribution at meeting; the fact sheet will share specific information about the meeting format, project highlights, desired outcomes, participation and commenting tips, etc.	Provide informational background to attendees on arrival
Frequently asked questions	Crocker & Crocker/project team	Update FAQs to reflect current phase; WPWMA can use FAQs with other outreach materials to communicate information through its website	Assists project team with talking points and provides additional information through WPWMA's existing platforms.

Scoping meeting report	Project team	Develop summary report of public participation opportunities and comments received	Use for CEQA documents Structure scoping meeting report to include in EIR appendix
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Draft EIR Public Review Outreach

Draft EIR Public Review Activities

Following the NOP scoping meeting, the project team will develop the draft EIR and Mitigation Monitoring and Reporting program. This step leads to the draft EIR public review period that WPWMA will open through release of the Notice of Availability.

Draft EIR Public Review Period and Public Workshop Activities			
Task	Task Lead	Required Action	Desired Outcome
Notice of Availability	WPWMA/project team	<p>Consulting team to prepare draft NOA and EIR</p> <p>WPWMA to review and edit draft NOA and EIR</p> <p>Project team to finalize NOA and EIR</p> <p>Consulting team to submit EIR to State Clearinghouse</p> <p>WPWMA to notify landowners/property owners within project area</p>	Opens and initiates formal 30-day review period
Notification to nearby landowners/property owners in project area, stakeholders other responsible	Crocker & Crocker/WPWMA	Develop and provide newsletter to WPWMA to distribute through certified mail to nearby landowners/property	Announce public review period and encourage public participation at public meeting/hearing

agencies (newsletter format)		<p>owners within the project area</p> <p>WPWMA to send newsletter to interested groups/representatives identified in the stakeholder database</p> <p>WPWMA to send newsletter to other responsible agencies including city and county clerks, cooperating and trustee agencies, etc.</p>	
Public meeting/hearing to take comments on draft EIR	Project team	<p>Secure meeting venue</p> <p>Update all databases</p> <p>Finalize meeting format (open-house style recommended)</p> <p>Solidify process for collecting public comments; secure court reporter if formal comment collection approach is desired</p> <p>Assign subject matter experts to stations</p> <p>Develop technical visual aids and/or boards</p> <p>Conduct dry-run to prepare SMEs for public meeting</p>	Align internally and set foundation for public workshop and public review period
Legal advertisements	Crocker & Crocker	Develop and place ads about the NOP, public review period and scoping meeting. Target publications include the Roseville Press Tribune, Rocklin Today, Lincoln	Announce public review period and encourage public participation at meeting

		<p>News Messenger and The Sacramento Bee (not CEQA required but recommended)</p> <p>Ads will also be provided to HOAs and RCONA for inclusion in their communications materials.</p>	
Fact sheet	Crocker & Crocker/project team	Update fact sheet for distribution at meeting; the fact sheet will share specific information about the meeting format, project highlights, desired outcomes, participation and commenting tips, etc.	Provide informational background to attendees on arrival
Frequently asked questions	Crocker & Crocker/project team	Update FAQs to reflect current phase; WPWMA can use FAQs with other outreach materials to communicate information through its website.	Assists project team with talking points and provides additional information through WPWMA's existing platforms.
Summary Report	Project team	Develop summary report of public comments received	Integrate summary of comments into the final EIR

Final EIR Outreach

Final EIR and Decision Making


The release of the final EIR is the final step in the CEQA environmental documentation process. The primary CEQA requirement for this phase is for WPWMA to notify the landowners within the project area and responsible, cooperating and trustee agencies and county and city clerks about the final EIR. WPWMA will complete this task in addition to the below activities to exceed CEQA public outreach requirements and share the Notice of Availability for the final EIR where the public can review the document.

Final EIR and Decision Making			
Task	Task Lead	Required Action	Desired Outcome
Provide response to comments on Draft EIR	Project team/ WPWMA	Provide response to comments to every person/agency who commented on the Draft EIR	Meet CEQA requirement
Notification to landowners in project area and other responsible agencies	Crocker & Crocker/WPWMA	<p>Develop newsletter to share information about the responses and/or comments on the Draft EIR, the preferred project and next steps</p> <p>Provide newsletter to WPWMA for distribution to landowners within the project area and identified stakeholders</p> <p>WPWMA to send newsletter letter to other responsible agencies including city and county clerks, cooperating and trustee agencies, etc.</p>	Inform stakeholder and interested members of the public about the final outcome.
Final Decision Making/Board Hearing			
Task	Task Lead	Required Action	Desired Outcome
Post card	Crocker & Crocker/project team	Develop one postcard to announce the project	Reinforce commitment to keep stakeholders and

		approval board hearing; send to mailing list database	interested public members informed and engaged
E-blast	Crocker & Crocker/project team	Develop an e-blast to announce the project approval board hearing; WPWMA to send to email list database	Reinforce commitment to keep stakeholders and interested public members informed and engaged
Announce Notice of Determination			
Task	Task Lead	Required Action	Desired Outcome
Post card	Crocker & Crocker/project team	Develop one postcard to announce project approval and potentially information about permitting, development timeline and construction plans WPWMA to send post card to mailing list database	Reinforce commitment to keep stakeholders and interested public members informed
E-blast	Crocker & Crocker/project team	Develop one e-blast to announce project approval and potentially information about permitting, development timeline and construction plans WPWMA to send post card to mailing list database	Reinforce commitment to keep stakeholders and interested public members informed and engaged

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**MEMORANDUM
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS**
FROM: **KEN GREHM / ERIC ODDO** 
SUBJECT: **ENERGY 2001 NEGOTIATIONS UPDATE**

DATE: **JULY 13, 2017**

RECOMMENDED ACTION:

1. Receive an update and provide direction to staff regarding the ongoing negotiations with Energy 2001 to modify the current royalty rate structure; and
2. Authorize the Executive Director or designee, upon review and approval by WPWMA Counsel, to enter into a side letter agreement with Energy 2001 to temporarily sequester the difference in the current and previous royalty payments until a new rate structure is approved by your Board and royalty payments are reconciled.

BACKGROUND:

On December 11, 2014, your Board approved the Sixth Amendment to the Lease Agreement (Agreement) with Energy 2001 which extended the term of the Agreement by one year from April 9, 2017 to April 9, 2018 and increased the royalty rate paid to the WPWMA from six percent (6%) to sixteen percent (16%) on all gross revenues earned by Energy 2001. On March 10, 2016, your Board approved the Seventh Amendment to the Agreement which extended the term of the Agreement from April 9, 2018 to June 30, 2020 and maintained the 16% royalty rate through the remainder of the term of the Agreement. Energy 2001 indicated that their ability to pay the royalty rate of 16% to the WPWMA was predicated on receiving a sufficient quantity of landfill gas (LFG) to operate their six engines on a consistent and regular basis. The attached excerpt from the WPWMA's LFG Strategic Plan (Exhibit B) suggests that LFG collection rates were, and are, anticipated to generally increase over time as the WRS� is filled.

As noted in the WPWMA Engineer's report presented to your Board at the April 13, 2017 meeting, during calendar year 2016 the WPWMA experienced a decline in the quantity of LFG collected. While some decrease in flow was temporary and related to disconnecting wells to accommodate construction and filling activities, a significant portion of the decrease is believed to be related to flooding of, or subsurface damage to, a number of wells. Exhibit C (provided by Energy 2001) summarizes this phenomenon of suspected flooded or damaged wells over time. Although the WPWMA has taken positive steps towards returning the flows to levels sufficient to allow Energy 2001 to operate all six of their engines, Energy 2001 has expressed concern about the financial implications to their operation of variability in the flow of LFG they receive. Energy 2001 submitted the attached letter to your Board (Exhibit D) requesting the WPWMA consider renegotiating the royalty rate of 16% which took effect April 10, 2017.

Consistent with direction provided by your Board at the February 9, 2017 meeting, staff met with Energy 2001 several times to negotiate a modified royalty rate structure that establishes a variable royalty rate based on Energy 2001's monthly gross revenues (MGR). While staff and Energy 2001 generally agree on the conceptual royalty rate methodology which establishes an upper and lower royalty rate at prescribed MGR

thresholds and a straight-line variable royalty rate between these two MGR thresholds, we have not reached consensus on the values of these parameters. The following table summarizes the current position of each party with respect to these parameter values.

WPWMA Proposal	Energy 2001 Proposal
Royalty rate of 6% when MGR is below \$150,000	Royalty rate of 0% when MGR is below \$175,000
Royalty rate varies between 6% and 16% in a straight line fashion when MGR is between \$150,000 and \$225,000	Royalty rate varies between 6% and 16% in a straight line fashion when MGR is between \$175,000 and \$293,000
Royalty rate of 16% when MGR is above \$225,000	Royalty rate of 16% when MGR is above \$293,000

The attached figure (Exhibit E) provides an historical summary since July 2009 of the MGR earned by Energy 2001, the flowrate of LFG collected by the WPWMA (as measured by the WPWMA's flowmeter), and a chronology of significant events occurring over the past eight years. The figure also includes staff's proposed royalty rate adjustment methodology superimposed over the revenue and flow data.

As noted above, the royalty rate increased from 6% to 16% effective April 10, 2017. Energy 2001 has unilaterally elected to remit royalties based on a rate of 6% until negotiations are complete. To resolve this contractual conflict, Energy 2001 has suggested the WPWMA consider signing a side letter agreement that would either: 1) temporarily allow Energy 2001 to remit royalties of 6% and reconcile the remaining amounts when your Board considers an amendment to the Agreement that modifies the royalty rate structure, or 2) establish a dual-custody escrow account where Energy 2001 will deposit the 10% differential royalty payment until the negotiations have been successfully completed. At that time, reconciliation and payment to the WPWMA of any additional royalties would be made through the escrow account. If your Board is interested in pursuing either option, staff recommends that your Board delegate authority to the Executive Director, or designee, to execute the side letter.

As always, staff appreciates any input your Board may have on these issues.

ENVIRONMENTAL CLEARANCE:

The recommended actions are not considered a "project" under the California Environmental Quality Act.

FISCAL IMPACT:

Although it is difficult to accurately quantify the potential fiscal impact to the WPWMA by virtue of implementing the proposed royalty rate adjustment methodology (with either the WPWMA or Energy 2001 parameters), based on data for the preceding 12 months, the WPWMA could experience a reduction in royalties of approximately \$53,000 under the WPWMA's proposal or approximately \$171,000 under Energy 2001's proposal. This data and the corresponding royalty payment estimates are provided in the attached table (Exhibit A).

ATTACHMENTS: EXHIBIT A: ANALYSIS OF POTENTIAL DIFFERENTIAL ROYALTY PAYMENTS
EXHIBIT B: LFG MODELING RECOVERY ESTIMATES
EXHIBIT C: SUMMARY OF SUSPECTED FLOODED AND DAMAGED WELLS OVER TIME
EXHIBIT D: LETTER DATED JANUARY 26, 2017 FROM ENERGY 2001 TO THE WPWMA
EXHIBIT E: LFG FLOWRATE AND ENERGY 2001 REVENUE SUMMARY WITH KEY DATE CHRONOLOGY

EXHIBIT A

ANALYSIS OF POTENTIAL DIFFERENTIAL ROYALTY PAYMENTS

Based on WPWMA Proposed Methodology

Month	Energy Production Revenues	Current Agreement	Effective Royalty Rate	Royalty Payment	Differential
May 2016	\$218,988	\$35,038	15.20%	\$33,283	(\$1,755)
June 2016	\$189,760	\$30,362	11.30%	\$21,445	(\$8,916)
July 2016	\$177,551	\$28,408	9.67%	\$17,175	(\$11,233)
August 2016	\$211,137	\$33,782	14.15%	\$29,879	(\$3,903)
September 2016	\$228,193	\$36,511	16.00%	\$36,511	\$0
October 2016	\$223,293	\$35,727	15.77%	\$35,219	(\$508)
November 2016	\$224,896	\$35,983	15.99%	\$35,952	(\$31)
December 2016	\$191,408	\$30,625	11.52%	\$22,052	(\$8,573)
January 2017	\$181,139	\$28,982	10.15%	\$18,389	(\$10,593)
February 2017	\$195,889	\$31,342	12.12%	\$23,739	(\$7,603)
March 2017	\$246,093	\$39,375	16.00%	\$39,375	\$0
April 2017	\$242,236	\$38,758	16.00%	\$38,758	\$0
Total	\$2,530,583	\$404,893	AVG: 13.90%	\$351,777	(\$53,116)

Based on Energy 2001 Proposed Methodology

Month	Energy Production Revenues	Current Agreement	Effective Royalty Rate	Royalty Payment	Differential
May 2016	\$218,988	\$35,038	9.73%	\$21,303	(\$13,735)
June 2016	\$189,760	\$30,362	7.25%	\$13,759	(\$16,602)
July 2016	\$177,551	\$28,408	6.22%	\$11,037	(\$17,371)
August 2016	\$211,137	\$33,782	9.06%	\$19,134	(\$14,648)
September 2016	\$228,193	\$36,511	10.51%	\$23,978	(\$12,533)
October 2016	\$223,293	\$35,727	10.09%	\$22,536	(\$13,191)
November 2016	\$224,896	\$35,983	10.23%	\$23,003	(\$12,980)
December 2016	\$191,408	\$30,625	7.39%	\$14,146	(\$16,479)
January 2017	\$181,139	\$28,982	6.52%	\$11,811	(\$17,172)
February 2017	\$195,889	\$31,342	7.77%	\$15,221	(\$16,121)
March 2017	\$246,093	\$39,375	12.02%	\$29,592	(\$9,783)
April 2017	\$242,236	\$38,758	11.70%	\$28,337	(\$10,421)
Total	\$2,530,583	\$404,893	AVG: 9.24%	\$233,857	(\$171,036)

Note: The royalty payment figures noted above are for illustrative purposes only. Actual royalties earned during the period were based on the applicable royalty rate in effect at the time (i.e. 5.5% in FY 2015/16 and 6.0% in FY 2016/17 prior to April 10, 2017).

EXHIBIT B

Mr. Eric Oddo
Western Placer Waste Management Authority 5

August 12, 2015
Project No. 1411322

system coverage (rather than an increase in LFG generation due to higher biodegradation rates.) Based on a separate assessment of the site LFG extraction well data, the 2014-15 LFG extraction flow data was concluded to reflect effective operations and a LFG extraction efficiency that is consistent with current LFG energy industry and landfill surface emission control requirements. The LFG recovery estimates from the final models were subsequently calibrated to bracket the average 2014-15 LFG extraction flow of 1,833 scfm.

3.0 LFG MODEL RESULTS

3.1.1 LFG Recovery Estimates

A side-by-side summary of the IPCC and LandGEM LFG recovery model outputs and actual average LFG extraction flow rates is provided in Table 2 for both the base and alternative food waste diversion cases. Additional year-by-year results and charts of the model outputs are provided in Attachments 2 and 3.

TABLE 2 – LFG MODELING RECOVERY ESTIMATES

Year	Annual Avg. LFG Extraction Flows* (scfm)	With Base Case Food Waste Diversion**		With Alternative Case Food Waste Diversion****	
		IPCC LFG Recovery Flow Estimates** (scfm)	LandGEM LFG Recovery Flow Estimates*** (scfm)	IPCC LFG Recovery Flow Estimates**** (scfm)	LandGEM LFG Recovery Flow Estimates***** (scfm)
2008	848	1884	1614	1879	1614
2009	895	1880	1667	1875	1667
2010	1404	1862	1710	1857	1710
2011	1541	1833	1746	1830	1746
2012	1399	1808	1782	1805	1782
2013	1509	1782	1813	1781	1813
2014	1797	1773	1849	1772	1849
2015	1869	1769	1886	1768	1886
2020	-	1749	2061	1667	2053
2025	-	1776	2225	1667	2185
2030	-	1873	2411	1724	2339
2035	-	2014	2621	1840	2517
2040	-	2187	2856	1992	2720
2054 (peak)	-	2821	3665	2567	3439

* Annual Average LFG Extraction Rate calculated from WRSL weekly Blower-Flare Station readings, June 2008 through February 2015. All LFG flow measurements and estimates normalized to 50%v methane concentration.

** IPCC Model assuming decay constants and degradable organic carbon fractions at upper limit for "wet temperate" range, and IPCC North American default composition for unsegregated waste with diversion of 25% of WPWMA segregated food waste in 2017 and maintained thereafter.

*** USEPA LandGEM V3.02 assuming $k = 0.03 \text{ yr}^{-1}$, $L_0 = 116 \text{ m}^3/\text{Mg}$.

**** IPCC Model assuming identical kinetic parameters and composition for unsegregated waste disposal as above with diversion of 50% of segregated food waste and 25% of unsegregated food waste achieved by 2021 and maintained thereafter.

***** USEPA LandGEM assuming identical kinetic parameters as above, with reduction of total waste inflow by approximately 2.75 percent (food waste diversion) achieved by 2021 and maintained thereafter.

Percentage of Lost Well Field Production

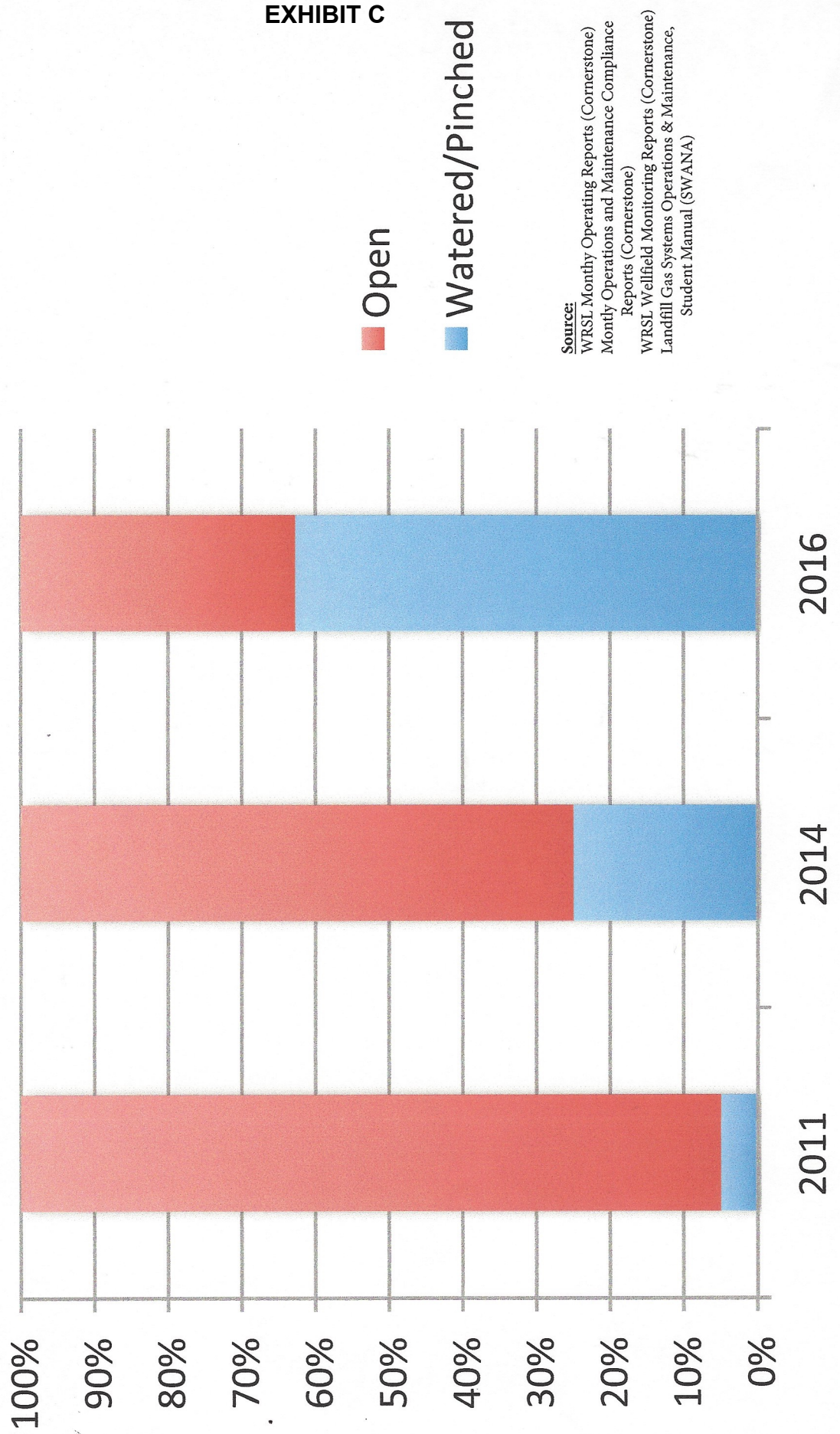


EXHIBIT D



January 26, 2017

Attn: Board of Directors
Western Placer Waste Management Authority
3033 Fiddymont Road
Roseville, CA 95747

Dear WPWMA Board Members:

In April of 2017, Energy 2001 will begin a three year extension of our original lease agreement. Among other new terms, the extension includes a dramatic increase in the royalty rate (from 6% to 16%) that WPWMA will receive from Energy 2001's offsite sale of electricity generated by our 5 MW landfill gas power plant at the Western Regional Sanitary Landfill (WRSL).

As you know, what enables Energy 2001 to produce electricity and to deliver royalties to WPWMA is the gas extraction system that delivers the landfill's energy resource to our power generation facilities.

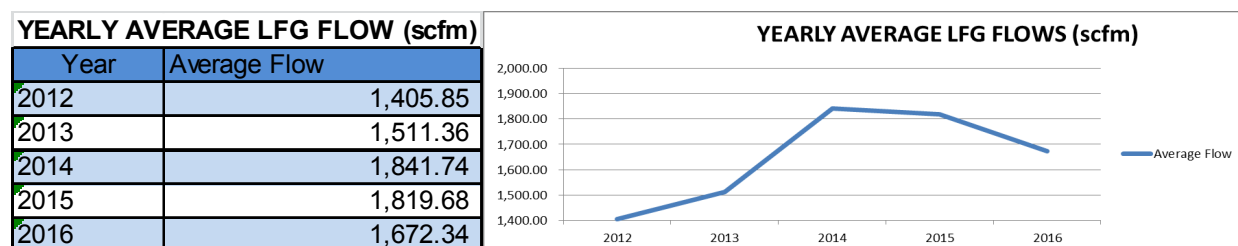
In the October 2015 WPWMA Landfill Gas Strategic Plan that was commissioned by WPWMA and adopted by the Board in March of 2016, it was noted that WPWMA "currently recovers 1700-1900 scfm with a methane concentration of 50% by volume or more."¹

While there have been short-term deviations from this standard since Energy 2001 completed its plant expansion, we did rely on similar gas-flow assumptions to negotiate royalty rates for our upcoming lease term.

Over the last year, however, we have seen far more substantial and longer-term deviations from the flow standard in WPWMA's LFG strategic Plan. In fact, we have not had a single month averaging 1800 scfm gas flow since March of 2016, and have seen periods of average weekly flow as low as 1127 scfm.

The charts and graphs below illustrate average LFG flow trends over time, and what 2016 deviations from the 1800 scfm standard have meant both in terms of lost revenue for Energy 2001 and lost royalties for WPWMA.

Chart/Graph #1: WRSL LFG Flow Trends, 2012-2016



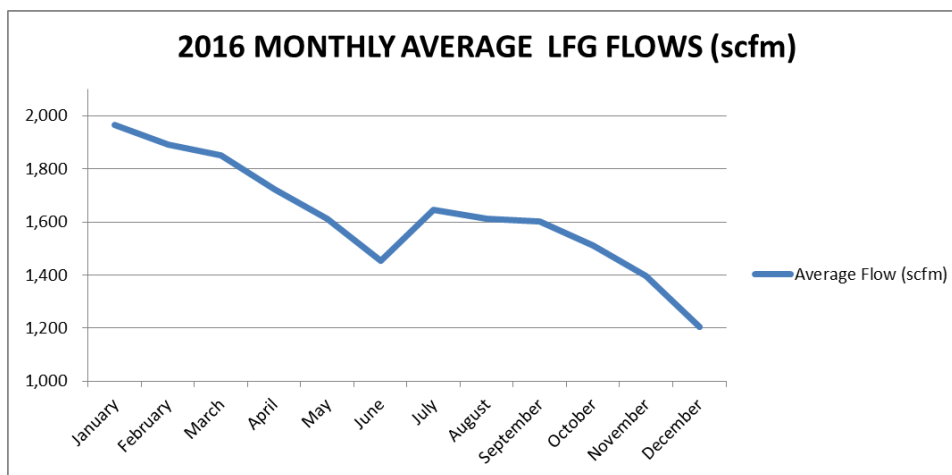
¹ William J. Dickinson, Capitol Public Finance Group, "Western Placer Waste Management Authority, Landfill Gas Strategic Plan," October 5, 2015, page 2.

EXHIBIT D

Chart/Graph #2: 2016 Avg. Monthly LFG Flow Trends and the cost of declines

2016 Avg. Monthly LFG Flows & Cost			
2016 Month	Average Flow (scfm)	<1800 scfm revenue cost for Energy 2001	<1800 scfm Royalty Cost for WPWMA
January	1,965	-	-
February	1,890	-	-
March	1,852	-	-
April	1,724	\$ 13,265.09	\$ 729.58
May	1,611	\$ 33,964.87	\$ 1,868.07
June	1,453	\$ 60,356.87	\$ 3,319.63
July	1,647	\$ 27,526.56	\$ 1,640.70
August	1,611	\$ 33,968.69	\$ 2,038.12
September	1,602	\$ 34,426.60	\$ 2,065.60
October	1,511	\$ 51,897.04	\$ 3,113.82
November	1,398	\$ 70,021.33	\$ 4,201.28
December	1,205	\$ 106,934.31	\$ 6,416.06
Totals		\$432,361.35	\$ 25,392.85

***Note:** We estimate that Energy 2001 has lost an additional \$254,068 in revenue in 2016 to maintain compliance with WPWMA request for consistent pressure on the blower, which has necessitated the constant operation of Energy 2001's small flare and/or WPWMA's large flare.



Ultimately, if these trends continue, Energy 2001 would cease to be economically viable, and could be forced out of business during our upcoming (2017-2020) lease period.

We have regularly discussed these concerns with Authority staff. Staff has outlined a number of possible causes of gas-flow problems—most of which involve questions about wellfield construction and maintenance, or filling issues, not Energy 2001's plant operations.

While maintenance of the gas extraction system is not Energy 2001's responsibility under the terms of our lease agreement², Energy 2001 is focused on trying to be as helpful as we can to WPWMA's efforts

² Landfill Gas Co-Generation Lease Agreement Between the Western Placer Waste Management Authority and Energy 2001, Inc., "Maintenance and Repairs, Authority's Obligations," 6.1(a)

EXHIBIT D

in this regard. To this end, we have invested \$10,000 to retain Bill Held, one of the nation's leading bio-gas experts to work with Staff and Cornerstone in helping to identify the source of the flow problems and to recommend solutions. We are hopeful that this good faith investment will contribute to an expedited resolution of the gas-field problems, and truly appreciate the manner in which Authority staff and Cornerstone have cooperated with his inquiry. We plan to share Mr. Held's findings with both staff and the Board in the coming weeks.

In the interim, and in the interest of ensuring we are able to continue meeting WPWMA's landfill gas destruction and power generation needs in any gas-field contingency, we are respectfully requesting that the WPWMA Board consider directing staff to work with us in renegotiating the royalty terms of Energy 2001's April 2017-April 2020 lease period.

Specifically, we would like the Board to consider a scaled royalty model tied to the actual amount of gas extracted and delivered to Energy 2001.

This would be the same royalty model that was developed as part of the 2020-2028 lease negotiations that were authorized by the Board and completed between Authority Staff, Energy 2001, WPWMA's Landfill Gas Strategic Plan author Will Dickinson last summer.

Under this revised royalty scenario, WPWMA would receive the same royalty rate (16%) proscribed by the upcoming lease agreement when the gas extraction system functions as expected (1800 scfm), while protecting Energy 2001 from the financial impact of long and unanticipated declines in gas flow, such as we have experienced over the past year.

Ultimately, please know that Energy 2001 very much values it's working relationship with WPWMA's Board, staff, and contractors working on the construction and maintenance of the gas extraction system.

The events of the last year have reminded all of us that landfill gas power generation is a process of continuous quality improvement. And we are confident that by modifying the royalty terms of Energy 2001's lease beginning in April 2017, we will provide the space that all parties need to execute this process in a manner that best reflects the business and environmental interests of our respective enterprises, as well as the communities we serve.

If you have any questions about this request or our plant operations, please do not hesitate to contact me. We will also be available to discuss this issue at WPWMA's February Board meeting. Thank you in advance for your thoughtful consideration.

Sincerely,



Laura Rasmussen
President

CC: WPWMA Staff (Ken Grehm, Bill Zimmerman, Eric Oddo, Keith Schmidt)

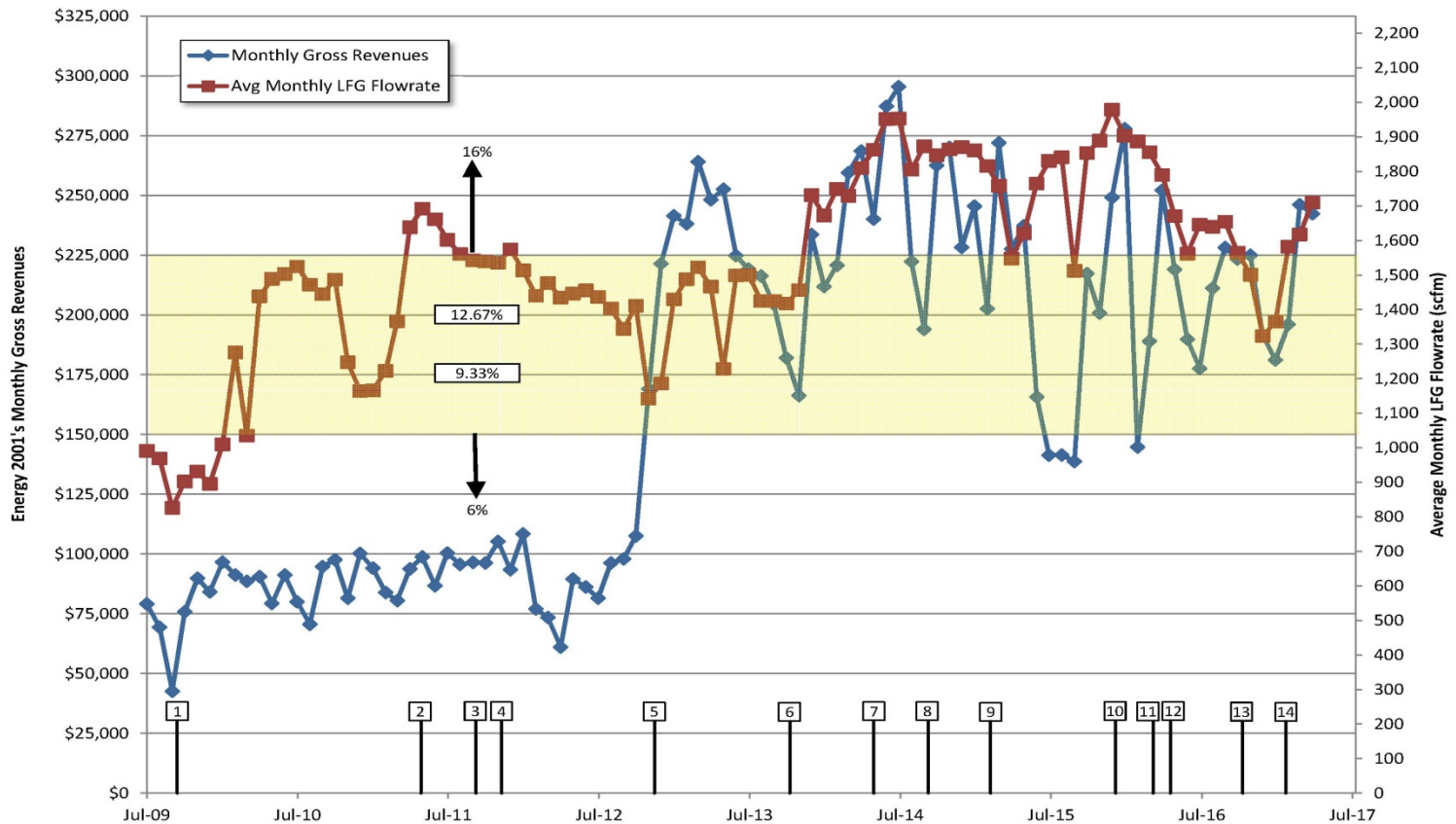
PO Box 686, Rocklin, CA 95677.

Phone: 650-269-2698 Fax: 916-241-0908 E-mail: laura@energy2001.com

www.energy2001.com

EXHIBIT E

LFG FLOWRATE AND ENERGY 2001 REVENUE SUMMARY WITH KEY DATE CHRONOLOGY



1. Energy 2001 formally requests permission to install a 4th engine.
2. Energy 2001 issues their final proposal for installation of a 4th engine.
3. WPWMA Board authorizes staff to negotiate the 5th Amendment with Energy 2001 for installation of a 4th engine.
4. Effective date of the 5th Amendment allowing installation of Engines 4, 5 and 6. No extension of the term or change to royalty rates contemplated in this amendment.
5. Energy 2001's new engines online.
6. WPWMA Board directs staff to develop the Landfill Gas Strategic Plan. Energy 2001 issues their proposal to the WPWMA requesting a 1-year extension and proposes to increase the royalty rate to 16% during the extension.
7. WPWMA Board authorizes staff to initiate the process to upgrade the landfill gas system.
8. WPWMA updates landfill gas system operating protocol to include new vacuum pressure protocols in response to compliance issues. Energy 2001 makes \$100,000 in upgrades to comply with the protocol.
9. Effective date of the 6th Amendment extending the term by 1 year (from April 10, 2017 through April 9, 2018), increasing the royalty rate to 16% during the 1-year extension period, authorizing Sierra College/Energy 2001 Workforce Development Partnership and providing increased royalties to WPWMA of 1.5% if Energy 2001 meets certain revenue thresholds.
10. Board approves the Landfill Gas Strategic Plan which includes estimates of future landfill gas flows.
11. Effective date of the 7th Amendment extending the term through June 30, 2020 and maintaining the 16% royalty rate. Energy 2001 agrees to power the landfill gas system with electricity generated by Sierra College Solar Arrays. WPWMA Board authorizes staff to solicit bids for upgrade of the landfill gas system.
12. WPWMA and Energy 2001 enter into preliminary negotiations for a lease extension through 2028. Preliminary deal points are completed in August 2016.
13. WPWMA Board executes agreement with RJ Gordon to upgrade the landfill gas system.
14. Energy 2001 undertakes independent study of the WPWMA's landfill gas system after expressing concerns about declining flow rates and subsequently issues correspondence requesting a modification of the royalty structure.